

Treasure Coast Homeless Services Council, Inc.  
 2525 St. Lucie Ave  
 Vero Beach, Florida 32960  
 772-567-7790

County in which funds are disbursed:  
 \_\_\_\_\_ Martin County  
 \_\_\_\_\_ Indian River County  
 \_\_\_\_\_ St. Lucie County

**Funding Source:**

Client ID: \_\_\_\_\_  
 Client Name: \_\_\_\_\_  
 Client Address: \_\_\_\_\_  
 Client Representative: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Services Requested		Housing Status	
<input type="checkbox"/>	Rental	<input type="checkbox"/>	RR/Relocation & Stabilization
<input type="checkbox"/>	Security Deposits	<input type="checkbox"/>	Category 2 or 3
<input type="checkbox"/>	Motel/Hotel Vouchers		
<input type="checkbox"/>	Mortgage Payment	<input type="checkbox"/>	HP/Relocation & Stabilization
<input type="checkbox"/>	Utility Payments/Deposit	<input type="checkbox"/>	Category 1 <b>RR or HP Score</b>
<input type="checkbox"/>	Other		

The Information Indicated Below is REQUIRED to match the W-9			Month/Deposit Break Down	Amount
<b>Name As Shown On Your Income Tax Return (W-9)</b>	_____	_____		
<b>Business Name if Different From Above: (d/b/a)</b>	_____	_____		
<b>Street Address:</b>	_____			
<b>City, State, Zip:</b>	_____	_____		
			<b>Account # if Applicable:</b>	
<b>Total Check Request</b>	_____	_____		

<b>Required Attachments</b>	<b>Household Count Box</b>
_____ Three Day Notice /Eviction Notice/Homeless Verification	_____ <b># of Adults</b>
_____ Habitability/LeadBase Standards	_____ <b># of Children</b>
_____ Landlord Information's Sheet that Applies	_____ <b># of Households</b>
_____ Documentation of intake in C/T (Including Service Screen& Case Notes)	
_____ Utility Inquiry Worksheet	
_____ Utility Bill with Deposit Request and/or Shut Off	
_____ W-9	
<b>In File:</b>	<b>COMMENTS</b>
_____ Client Consent Form	
_____ Other client information Income	
_____ Income Eligibility Verification	

**Case Manager Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Manager Approval** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Executive Director Approval** \_\_\_\_\_ **Date:** \_\_\_\_\_