

Examples of documentation required to accurately review your file. Please review the list and bring in the suggested documents with your application for any item you receive.

Required	Received	
X		<b>2 Pieces of Identification</b> (1 piece must be photo ID) <b>for everyone over the age of 18 in the household</b> <b>1 Piece of ID for each dependent under the age of 18</b> (e.g. SIN, AB Health Care Card, Driver's License, Birth Certificate, etc.)
		<b>Alberta Seniors Benefit (Alberta Special Needs Assistance)</b> 1.800.642.3853
		<b>Assets</b> – Mortgage Statement, Vehicle Purchase/Loan Documents, Lump Sum Settlements, etc.
		<b>Assured Income for the Severely Handicapped (AISH)</b> 3-months AISH Stubs, Notice of Eligibility, 3-months Bank Statements, T5007
		<b>Bank Statements</b> (3 most recent months) <b>only when requested by MHCHS</b>
		<b>Canada Pension Plan</b> (Disability, Death, Orphan's, Retirement, Survivors, etc.) 1.800.277.9914 Notice of Entitlement, 3-months Bank Statements, T4A <b>*Show a breakdown of each benefit received</b>
		<b>Child Support Custody Arrangement Verification</b> – Receipt Book, 3-months Bank Statements, Court Order, Letter from Parent w/contact info, Maintenance Enforcement 403.310.0000 or 780.422.5555 Family Mediation-403.529.3711, Child & Youth Enhancement-403.529.3753.
		<b>Company Pension</b> – 3-months Bank Statements
		<b>Employment</b> – 3-months Pay Stubs, T4, Letter of Confirmation (pay, hours, start date, etc.), ROE
		<b>Employment Insurance (EI)</b> – 3-months EI Statements, T4E
		<b>Government of Alberta Payment for Basic or Extraordinary Maintenance</b> (Family Support for Children with Disabilities, Support for Permanency Agreements, etc.)
		<b>Guaranteed Income Support (GIS)</b> 1.800.277.9914
		<b>Immigration, Landed Immigrant Status, Permanent Residency</b> Canada Immigration Center 1.888.242.2100
		<b>Alberta Works Assistance (Income Support)</b> 3-months SFI Stubs (Must have <i>ENTIRE</i> slip – providing Core Shelter amount), Notice of Eligibility
		<b>Income Tax Return &amp; Notice of Assessment BASE YEAR:</b> 1.800.959.8281 <b>(Seniors or Self Employed Persons Only)</b>
		<b>Investment Income/Withdrawals</b> – Bank Statements, T5 – Interest from Investments
		<b>Lease/Proof of Residence</b> – Lease, Rent Receipts, Letter from Landlord, Rent Report
		<b>Old Age Security (OAS)</b> – 1.800.277.9914, T4A
		<b>Resettlement Assistance Program (RAP)</b>
		<b>Self-Employment</b> – Monthly Income/Expense Summary Spreadsheet
		<b>Spousal Support/Allowance/Alimony</b> – Receipt Book, 3-months Bank Statements, Letter from Ex-Spouse w/contact info – Maintenance Enforcement – 403.310.0000/780.422.5555
		<b>Student Loans, Bursaries, Grants, Scholarships, Band Funding</b> Notice of Assessment Letter – Alberta Student Finance – 1.800.222.6485
		<b>Utility Statement</b> – If you are responsible for paying utilities, please provide your latest utility statement from your utility provider (i.e. City of Medicine Hat)
		<b>Worker's Compensation (WCB)</b> – 1.800.661.1993