



Required Documents Needed for Wake Prevent

Please take the time to carefully review the entire list below and send everything that applies to your household:

- **Identification (State ID or Passport):**
 - This applies to **everyone** in the household (children under 18 only need Social Security Card).
- **At Risk Documentation:**
 - If you are **Facing Eviction** submit your late notice/Demand Letter from your landlord, court summons ALL pages, as well as any additional documentation that has been provided by the courts or your landlord.
- **Copy of Current Lease and Ledger:**
 - Lease agreement “MUST” be active, all pages to include signature page. We also request a copy of updated ledger with balance. This will be a document that shows all rents paid and unpaid, any additional fees attached to your unit with a running balance. ***This can be provided by your landlord***
- **Financial Statements:**
 - 3 most recent months of Full Bank Statements and/or Prepaid Account statements (**ALL pages of statements are required with balances**). This includes (**Venmo, CashApp, Zelle, Chime, PayPal, Apple Cash, Google Pay, Net Spend etc.**)
- **Proof of Income Documents:**
 - Offer letter from new employer (on Company Letterhead) if you have been recently hired and/or have not gotten paid yet.
 - SSI/SSDI Letter (must be dated within the past 30 days) and three most recent months of Direct Express transactions if deposited there.
 - If you have earned income, 3 most recent months’ worth of pay stubs showing your gross earnings:
 - If you get paid **weekly**, submit **12 pay stubs**.
 - If you get paid **bi-weekly**, submit **6 pay stubs**.
 - If you get paid **monthly**, submit **3 pay stubs**.
- **Other forms of income:**
 - This includes but is not limited to **SNAP verification letter, TANF/Work First, Child Support** (if child support is court ordered, submit a copy of the order and the most recent three months of payment history from the website. If child support is not court ordered, transaction history will be accepted as alternative documentation), Alimony, Unemployment, etc.
- **Copy of Filed Tax Return for 2026- (REFUND PAGE ONLY)**

***Disclaimer:** "If the All-Required documentation is not submitted then it may result in the being denied for financial assistance".