

## Home Energy Assistance Program (HEAP) 207-768-3053 energy@acap-me.org



## What you <u>need</u> to bring to your HEAP Appointment:

If you live in **subsidized housing** and the **heat is included**:

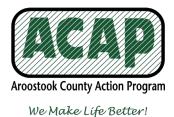
- **Unexpired** Photo ID for Primary Applicant (The person who is signing the documents.)
- Social Security Cards (or acceptable proof for it) for everyone in the household
- Current light bill if responsible for paying for lights (even if it is not in your name)
- Current HUD Recertification paperwork
- Signed Permission to Share Personal Information form sent with appointment letter

If you live in **subsidized housing** and you **pay own heat:** 

- Unexpired Photo ID for Primary Applicant (The person who is signing the documents.)
- Social Security Cards (or acceptable proof for it) for everyone in the household
- **Current light bill** if responsible for paying for lights (even if it is not in your name)
- **Proof of all income** for **entire** household for the 3 or 12 months prior to the month of the appointment.
- Fuel vendor name, account number, and name on the account (It must be in a household member's name.)
- Signed Permission to Share Personal Information form sent with appointment letter

If you **rent** and the **heat** is **included**:

- **Unexpired** Photo ID for Primary Applicant (The person who is signing the documents.)
- Social Security Cards (or acceptable proof for it) for everyone in the household
- Current light bill if responsible for paying for lights (even if it is not in your name)
- Name, address, and phone number of your landlord
- **Proof of all gross income** for **entire** household for the 3 or 12 months prior to the month of the appointment.
- Signed Permission to Share Personal Information form sent with appointment letter



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If you rent and the heat is not included:

- **Unexpired** Photo ID for Primary Applicant (The person who is signing the documents.)
- Social Security Cards (or acceptable proof for it) for everyone in the household
- Current light bill if responsible for paying for lights (even if it is not in your name)
- Name, address, and phone number of your landlord
- **Proof of all gross income** for **entire** household for the 3 or 12 months prior to the month of the appointment.
- Fuel vendor name, account number, and name on the account (It must be in a household member's name.)
- Signed Permission to Share Personal Information form sent with appointment letter

If you **own** the place that you live:

- **Unexpired** Photo ID for Primary Applicant (The person who is signing the documents.)
- Social Security Cards (or acceptable proof for it) for everyone in the household
- **Current light bill** if responsible for paying for lights (even if it is not in your name)
- **Proof of all gross income** for **entire** household for the 3 or 12 months prior to the month of the appointment.
- **Fuel vendor** name, account number, and name on the account (It must be in a household member's name.)
- Signed Permission to Share Personal Information form sent with appointment letter

If you are a Roomer/Boarder: (usually aren't responsible for heat or lights)

- **Unexpired** Photo ID for Primary Applicant (The person who is signing the documents.)
- Social Security Cards (or acceptable proof for it) for everyone in the household
- Current light bill if responsible for paying for lights (even if it is not in your name)
- **Proof of all gross income** for **entire** household for the 3 or 12 months prior to the month of the appointment.
- **Rental receipts** for the prior **60 days**
- Signed Permission to Share Personal Information form sent with appointment letter

Still have questions? Contact us at 768-3053 or energy@acap-me.org