Documents needed for housing

Proof of Identity

☐ Driver’s License
☐ State issued Photo ID
☐ Military ID
☐ Passport
☐ Birth Certificate

Lack of correct documentation is one of the most common barriers to housing. Waiting until a voucher is available to get these documents is too late. Work on this from day one of a client's shelter stay.

If client has none of the above, the below documents will be needed to obtain a Maine photo ID.

☐ Social Security Card, OR W-2 with SS # on it.
☐ Birth Certificate OR naturalization papers
☐ Proof of Maine residency, which can include:
  ☐ Maine Vehicle Registration or other credential
  ☐ Utility Bill- electric bill, water/sewer bill, cell phone bill, etc.
  ☐ Maine Resident Hunting and or Fishing License
  ☐ Contract in their name- mortgage agreement, lease, insurance policy, insurance ID card, SR22
  ☐ Tax bill
  ☐ Document issued by a government entity
  ☐ Tax return
  ☐ Paycheck stub
  ☐ W2
  ☐ Conditional order of restoration

If none of those are available, two affidavits confirming Maine residence can be used.

*Photo ID needed for every adult in household; Birth Cert. for all members needed for many programs

Proof of Social Security Number: Pick one

☐ Social Security Card
☐ Social Security card application verification with SSN on it.

*Proof of SSN needed for every member of household

Proof of Income: All that apply

☐ Last 4 paystubs, or bank statements showing wages deposited
☐ TANF and/or SNAP award letter
☐ Child Support award letter
☐ SSI benefit letter
☐ Any other documentation of income (legal settlement, pension, etc)
☐ Zero Income certification

*Proof of income must be provided for every adult in household

*Many programs will also need proof of disability, refer to individual program guides for specifics