



DOING THE MOST GOOD™

CHRISTMAS ASSISTANCE APPLICATION Information required for approval

Please bring the following information for:

Adults in household:(18 and Up)

*Picture ID or Birth Certificate

*Proof of Residency in Frederick County

PROOF OF ALL INCOME

Please read the following information below
bring all documents that applies to your household.

● **Recent Pay Stubs:**

Pay Periods:

Weekly will need four pay stubs.

Bi- weekly will need two or three stubs depends on month.

Bi- monthly will need two pay stubs.

● **Social Security Disability, SSI, Pension:**

Will need Award letter with the amount of benefits

Bank Statement with deposit information.

● **TCA, Child Support, Food Stamps:**

Will need a recent print out of summary of benefits from DSS.

● **Unemployment:**

Will need Award letter from unemployment stating your benefits weekly or bi-weekly, and the amount.

● **Utility Assistance Check:**

You will need the check stub or statement from Housing Authority stating the amount you receive monthly.

● **Other Income Source:**

If your income is not documented you will need the company to write a letter on company letter head stating your income weekly or bi-weekly. We will need to have a contact person at the your place of employment if any questions should arise.

PROOF OF ALL EXPENSES/BILLS

Please read the following information below
bring all documents that applies to your household.

● **Rent/Mortgage:**

Rent/Mortgage- We will need to see a lease or statement of the Amount of rent/Mortgage per month. You can use a bank statement for proof of rental/mortgage payment. If you receive Section 8, voucher and you rent is either zero or rent is discounted we will need to see a statement of benefits from The Housing Authority, or your rental office. If your apartment or home has no leases we can use two things a letter from landlord or bank statement, and a receipt from landlord.

● **Utilities: (Gas, Electric, K-9, Propane, Oil, and Water)**

You will need to bring in your monthly statement from your utility company or Your bank statement showing the service carrier and the amount.

● **Cable, Phone, Internet:**

You will need to bring in your monthly statement from your carrier or a bank statement showing the service carrier and the amount.

PROOF OF ALL EXPENSES/BILLS

Please read the following information below
bring all documents that applies to your household.

● **Car Insurance:**

You will need to bring your monthly statement or bank statement with carrier's name and the amount paid each month.

● **Car Payment:**

You will need to bring your monthly statement or bank statement with carrier's name and the amount paid each month.

● **Credit Cards/Loans:**

You will need to bring your monthly statement or bank statement with carrier's name and the amount paid each month.

● **Child Care:**

You will need to bring your contract from child care provider or a bank statement with name of child care provider, and the amount paid. If you receive purchase of care vouchers we will need to see the summary of benefits.

● **Other Expenses:**

If you pay other expenses each month a they are not listed on this flyer please bring your statement or a bank statement with name and the amount paid each month. If you live with a family member, and you pay them rent you will need to have a letter from family member with the amount that you pay each month. The letter needs to state if utilities, and cable are included in rent. If the utilities, and cable are not included you will need to bring the statement in and the amount that each of household pays.

PLEASE KEEP IN MIND IF YOU DO NOT HAVE THE REQUIRED PAPERWORK YOUR APPLICATION CANNOT BE TAKEN.

PLEASE BRING IN ALL NECESSARY DOCUMENTS. THE SALVATION ARMY IS NOT ABLE TO PRINT OUT OR VERIFY ANY INCOME OR EXPENSES. OUR PROGRAM IS BASED ON INCOME VS EXPENSES SO THAT WE MAKE SURE THAT WE ARE ASSISTING THOSE IN NEED.

Please bring the following information for:

All Children in household

● Birth Certificate or Medical Card with Date of Birth

● Clothing and shoe size for children (birth through 12)

APPLICATION DATES, TIMES, AND LOCATION IS ON THE BACK OF THIS FLYER!

THANKS

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Christmas Assistance Application Dates

**TOYS AND CLOTHING WILL BE PROVIDED FOR
CHILDREN BIRTH THROUGH 12 YEARS OLD ONLY**

Monday October 8

10:00a.m.– 1:00 p.m.

6:00-8:00 p.m.

Tuesday October 9

10:00a.m.– 1:00 p.m.

Wednesday October 10

10:00a.m.– 1:00 p.m.

Thursday October 11

10:00a.m.– 1:00 p.m.

6:00-8:00 p.m.

Friday October 12

10:00a.m.– 1:00 p.m.

**ALL CHRISTMAS APPLICATION SESSION WILL BE ACCEPTING 60 APPLICANTS PER TIME SLOT
You will need to bring all required documents for approval. There will be NO pending applications.**

Monday October 22

10:00a.m.– 1:00 p.m.

6:00– 8:00 p.m.

Tuesday October 23

10:00a.m.– 1:00 p.m.

Wednesday October 24

10:00a.m.– 1:00 p.m.

Thursday October 25

10:00a.m.– 1:00 p.m.

6:00-8:00 p.m.

Friday October 26

10:00a.m.– 1:00 p.m.

**ALL CHRISTMAS APPLICATION SESSION WILL BE ACCEPTING 60 APPLICANTS PER TIME SLOT
You will need to bring all required documents for approval. There will be NO pending applications.**

Location: 223 West 5th Street

Frederick, MD 21701

Telephone Number: (301) 662-2311

Contact Person: Morrissa Travers

For more information please contact The Salvation Army

REQUIRED DOCUMENT LIST IS ON THE FRONT OF THIS FLYER

THANKS

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