



Nutrition Assistance Program (NAP) Orientation Checklist for New Applicants

This checklist is to assist you with reporting and submitting required supporting documents. This will assist the eligibility worker with your qualifications and determination. Please provide all required documents as early as possible to prevent any delays and speed up the process of your application.

Application Requirements

- _____ NAP Orientation for Applicants. Please acknowledge Item 11, page 15 and submit page 15 only.
- _____ Application for Nutrition Assistance (Sketch of Home Residence required on the last page.)
- _____ Authorization for Release of Information (All adult household members must sign this form, one form for each adult.)
- _____ Penalty Warning (All adult household members must sign this form.)
- _____ Penalties for Violations (All adult household members must sign this form.)
- _____ Zero Income Household Questionnaire

Additional Requirements:

1. Copy of Birth Certificate or Passport for every member of the Household
2. Copy of Valid Photo Identification (ID) for every member of the Household
3. Copy of Social Security Card(s) for every member of the Household
4. Copy of Three (3) Most Current Check-Stub(s) of all Income of Household Members
5. Copy of Bank Statements for every member of the Household
6. Affidavit of Basic Needs / Child Support (if applicable)
7. Copy of Legal Guardianship or Power of Attorney (if applicable)
8. Copy of Supplemental Security Income (SSI) (if applicable)
9. Copy of Veteran's-SSA Benefit Letter/Statement (if applicable)

For any questions or more information, please call the NAP Certification Unit at (670) 237-2801 / 2802.