

# BHP Community Land Trust, Inc.

## Required Move-in Documents

1. Copy of Driver's License.
2. Copy of Social Security Card.
3. Tax returns (all pages) and W-2's for last two years (signed).
4. Last 3 months most recent checking account statements and most recent statement for savings. Others statements pertaining to CD's, 401K's, IRA's, Mutual Funds, etc.
5. Last two most recent Pay Stubs, or if self-employed, please provide Year-to-Date (YTD) Profit/Lost Statement.
6. Employers fax number and/or contact person for **Employment of Verification**.
7. Banks fax number and/or contact person for **Verification of Deposit**.
8. Award letters for Social Security / Pensions, etc.
9. Social Security Card and / or birth certificates for all household dependents under 18 years of age.
10. Verification of income for all other household members (i.e. social security income, retirement income/pensions).
11. Child support documentation (divorce decree, court order, payment reports, etc.).
12. For all unemployed household members over 18, please provide written signed statement for that individual.
13. For household members over 18 that are students, please provide verification of student status (i.e. current schedule or verification for the school).

Any questions, please call Matt Weiss 954-944-3166

**Move-in can only occur after all required items have been completed. Failure to complete any required items will delay move-in.**