



5504 First Street, Katy, TX
Social Services

KCM WILL BE CONDUCTING INTERVIEWS MONDAY-THURSDAY BY APPOINTMENT ONLY AT KCM SOCIAL SERVICES LOCATED AT 5504 FIRST STREET, KATY FOR ADDITIONAL INFORMATION PLEASE CALL 281-391-9623

PLEASE BRING ALL CURRENT DOCUMENTATION NEEDED.

IF YOU DO NOT BRING ALL OF THE REQUIRED DOCUMENTATION, WE WILL ASK THAT YOU COME BACK WHEN YOU HAVE EVERYTHING.

IDENTIFICATION:

- CURRENT VALID DRIVER'S LICENSE, TEXAS ID CARD OR EMPLOYMENT ID FOR ALL ADULTS APPLYING FOR SERVICES
 - SOCIAL SECURITY CARDS FOR EVERYONE APPLYING FOR SERVICES
 - BIRTH CERTIFICATES FOR ALL CHILDREN LIVING IN THE HOUSEHOLD
 - COURT APPOINTED GUARDIANSHIP PAPERS WHEN APPLICABLE
- NO CHILDREN WILL BE ADDED TO THE FILE WITHOUT PROPER DOCUMENTATION

RESIDENCE

- MUST BRING LEASE AGREEMENT/MORTGAGE COUPON
- ALL UTILITY BILLS WITH CURRENT NAME AND ADDRESS (light, gas, phone, etc.)
- PROOF OF ANY BILLS PAID ON A MONTHLY BASIS
- IF YOU LIVE WITH SOMEONE, YOU MUST BRING A BILL IN THAT PERSON'S NAME, A LETTER FROM THE PERSON YOU'RE LIVING WITH STATING WHAT BILLS IF ANY YOU ARE RESPONSIBLE FOR, AND PROOF THAT YOU ARE LIVING AT THAT ADDRESS (official mail receiver)

INCOME

- FOUR CURRENT PAYSTUBS FOR EACH ADULT WORKING
 - SOCIAL SECURITY LETTERS OR SSI LETTERS
 - WORKERS COMPENSATION OR UNEMPLOYMENT LETTER
 - PROOF OF CHILD SUPPORT PAYMENTS
 - FOOD STAMPS LETTER
- *ALL INCOME MUST BE VERIFIED. IF YOU DO NOT HAVE PAYCHECK STUBS WE WILL GIVE YOU AN EMPLOYMENT VERIFICATION LETTER TO BE FILLED OUT BY YOUR EMPLOYER.
- **LATEST CHECKING/SAVINGS ACCOUNT STATEMENT**
 - **IF YOU ARE PAYING ON A VEHICLE/INSURANCE YOU MUST BRING PROOF OF PAYMENT**
 - **IF YOU WERE AFFECTED BY THE RECENT HURRICANE, WE ASK THAT YOU BRING YOUR FEMA APPLICATION AND ANY SUPPORTING DOCUMENTATION.**

LOSS OF WAGES, DISCONNECTION NOTICES, EVICTION NOTICE, HOUSING ASSISTANCE, ETC.

There are no guarantees that we will be able to help financially at the time of your appointment