

Applicant 1: **Janice Wilkins**

Janice Wilkins (68) lives alone at 1234 Outer Drive East, Detroit MI 48234. Her name is on the deed, as well as her deceased husband: John Wilkins. Janice lives on income from social security. She does not file federal or state income tax returns. She has a bank account, but holds no other assets. Each month, Janice pays for water, DTE, AT&T and life insurance. She has no past due taxes with the Wayne county treasurer and is not on a payment plan.

What you will need:

- Deed
- ID for Janice
- Death Certificate for John Wilkins
- Proof of income:
 - Social Security Benefit Statement
- Assets: Bank Statement
- Proof of Occupancy:
 - Water bill
 - DTE bill (front and back)
- Proof of Expenses:
 - ATT&T bill
 - Life insurance bill
- Tax documents:
 - Forms IRS 4506-T and
 - Poverty Exemption Affidavit

Parcel Number: 09999999

Phone number: 313-999-9999

SSN: 999-11-9999

Applicant 2:

Sharon Fisher & Fred Monroe

Sharon Fisher (56) and Fred Monroe (59) live at 4567 Fenkell Ave., Detroit MI 48238. They are not married. Only Sharon's name is on the deed. Sharon receives a pension. She did file an income tax return in 2016. Sharon has a bank account and a car, which is paid off.

Fred has been out of work since 2015 due to his disability. Since July 2016, he has been receiving \$200 in State Disability Assistance. He did not file income taxes in 2016. He has no bank account and no assets. Each month, Sharon pays water, DTE, car insurance, and a payment plan with the Wayne County Treasurer. Fred had a medical emergency this year, which he has an outstanding bill for.

What you will need:

- Deed
- IDs for Sharon and Fred
- Proof of income:
 - Pension (Sharon)
 - State Disability Assistance (Fred)
- Proof of Occupancy:
 - Water bill
 - DTE bill (front and back)
- Proof of Expenses:
 - Payment plan agreement (and Tax Statement)
 - Car insurance bill
 - Medical bill (Fred)
- Tax documents:
 - Full tax return (Sharon)
 - Forms IRS 4506-T and Poverty
 - Exemption Affidavit (Fred)

Parcel Number: 09999999

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Applicant 3: **Danielle Smith**

Danielle (38) and her son, Jason (16) live at 8910 Charlevoix St., Detroit MI 48214. Danielle and her sister, Janelle Smith, are on the deed, but her sister does not live there. Danielle is working part-time at Target. She has had this job since early 2016. She did not file income taxes in 2016. They also get food stamps. Danielle has no bank account and no other assets. Each month, Danielle makes water and DTE payments. She also has a credit card that she is paying off each month.

What you will need:

- **Deed**
- **ID for Danielle** (address matches)
- **ID for Janelle** (address does not match)
- **Report card for Jason**
- **Proof of Income:**
 - W-2 for Target
 - Food stamp benefits letter
- **Proof of occupancy:**
 - Water bill
 - DTE bill (front and back)
- **Tax documents:**
 - Forms IRS 4506-T
 - Poverty Exemption Affidavit

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Applicant 4: Mark Billups

Mark (41) lives at 6269 Larkins St., Detroit MI 48210. Only Mark is on the deed. Mark is currently unemployed. His only formal source of income is his food stamps. However, his mother helps him out with \$300 each month. To make ends meet, he cuts grass and does some auto repair for neighbors. This brings in an extra \$150 a month. These exchanges are usually in cash, and he doesn't do much tracking. Mark does not file income taxes. He has no bank account, but he does own a car. Each month, Mark pays his water, his DTE, and his payment plan to Wayne County Treasurer. However, his water was shut off last month.

What you will need:

- Deed
- ID for Mark
- Proof of income:
 - Food stamp benefits letter
 - Notarized letter from Mark's mom (monthly assistance)
 - Notarized letter from Mark (self-employment)
- Proof of occupancy:
 - DTE bill (front and back)
 - Water company shut off notice
- Proof of expenses:
 - Payment plan agreement (and Tax statement)
- Tax documents:
 - Forms IRS 4506-T
 - Poverty Exemption Affidavit

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