



Document Checklist

Everyone will need to provide the following:

- Photo ID
- Proof of Residency – You must live in Catoosa, Hamilton, Murray, Walker, or Whitfield County
 - Utility Bill in your name
- **OR**
 - Lease/Rental agreement
- Proof of animal ownership
 - Proof of current rabies vaccination for **ALL** animals in your household over the age of 12 weeks.
- **AND**
 - Proof of Spay/Neuter for **ALL** animals in your household over the age of 12 weeks. (If you cannot provide this proof please see us before continuing the application process.)

Additional documents will be required based on the reason for which you are applying for assistance. See below to determine what additional documents will be needed.

Unemployed

- Termination Letter (dated within the last 30 days)
- **OR**
- Unemployment pay stub

Low-Income

- Most recent year's tax returns
- **OR**
- Food Stamp Case Number/Approval letter

Financial Hardship

- Proof of recent medical problems
- **OR**
- Proof of death of income provider
- **OR**
- Social Security/Disability check stub/summary statement

Natural Disaster

- Insurance claim form
- **OR**
- Written or photographic evidence that you were personally effected by a natural disaster

Other

- Additional documents to be determined on a case by case basis.

~NOTE~ You will need to bring copies of **ALL** documents which can be left with us for our records. We can keep *copies ONLY*. Please **do not** leave the originals with us!