



Documentation Required for Rehabilitation Financial Disclosure

In addition to the attached FINANCIAL DISCLOSURE FOR REASONABLE AND AFFORDABLE REHABILITATION PAYMENTS, please provide the following supporting documentation.

Section 1: Income (Include income documents for your spouse if you are married and living together)	
Field	Please Include the Following Documentation
1 Your Employment Income	Signed copy of your Federal 1040 tax return for the most recent tax year (both pages) or a tax transcript form provided by the IRS
2 Spouse's Employment Income	Copies of your two (2) most recent pay stubs (they must be dated within the past 90 days) If you are self-employed, provide either the most recent 1040 tax return or 1040-ES worksheet.
3 Child Support Payments Received	A copy of your divorce decree or support order. If these are not available, or you are not receiving the full amount ordered, provide a written statement explaining how much you are receiving.
4 Social Security Benefits Received	A benefits statement from the Social Security Administration
5 Worker's Compensation	A pay stub and/or benefit letter (no older than 90 days)
6 Public Assistance	A copy of your award letter
7 Other Income	Any documentation showing the source and amount
Section 2: Expenses	
9 Food	None required
10 Housing	If you live in the U.S. (including Puerto Rico): None required
11 Utilities	If you live outside the U.S.: copies of
12 Basic Communication	1. Mortgage statement or rental agreement, home/renters insurance bills, and 2. Utility bills, and 3. Basic communication bills (internet, phone, basic cable)
13 Necessary Medical and Dental	None required if you spend less than \$60/mo per person in your family. If you spend more than that, provide proof of what you actually spend out of pocket on co-payments for prescription drugs, doctor visits, and other medical needs: canceled checks and/or receipts, statements, etc. Providing only a bill showing amount owed is not acceptable.
14 Necessary Insurance	Health insurance: copies of your premium statement or pay stub Life insurance is only allowed if required by court order; provide copies of the premium statement and court order. Do not include auto insurance here (include that in transportation expenses) Do not include homeowners or rental insurance here (include that in housing)
15 Transportation	A written statement indicating the number of cars that you own (no documentation required if you do not own a car) If you live in the outside the U.S.: documents showing car payments, auto insurance, gas/oil, maintenance, and car registration
16 Dependent Care	Receipts from or canceled checks payable to your daycare provider Only include private school tuition if it is court ordered (include a copy of the court order)
17 Required Child Support	Court order (unless it is shown on your pay stub)
18 Federal Student Loan Payments	Current billing statement (less than 90 days old)
19 Private Student Loan Payments	Current billing statement (less than 90 days old)
20 Other Expenses	None required
Section 3: Family Size, Adjusted Gross Income, and Spousal Information	
1 Family Size	Signed copy of your Federal 1040 tax return for the most recent tax year

THIS COMMUNICATION IS FROM A DEBT COLLECTOR. THIS IS AN ATTEMPT TO COLLECT A DEBT AND ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.