

**Charlotte County  
Department of Human  
Services**



**Household Management  
Verification & No Income  
Declaration**

Client Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

The number of people who live in my household is: \_\_\_\_\_

I am: ☐ Self-Employed ☐ No Income ☐ Unemployment, Disability Insurance, Child Support, etc  
☐ Income is less than 50% federal poverty level ☐ Other Financial Support (friend, family)

**No Income only:**

The date and source of MY LAST income was: (mm/dd/yyyy): \_\_\_\_\_

**Self-Employed only:**

My total gross income (Business Income minus Business Expenses) for the past 30 days was:

I am completing this document to declare that I currently pay my monthly household expenses as follows. My financial support comes from (please describe in detail, list household member who is paying the bill and the funding source. Also, note if any bill is unpaid):

Does anyone other than a household member help you pay expenses, such as a friend or family member? If yes, please explain each below:

1. HOUSING is paid by who \_\_\_\_\_  
With what money \_\_\_\_\_
2. FOOD is paid by who \_\_\_\_\_  
With what money \_\_\_\_\_
3. UTILITIES are paid by who \_\_\_\_\_  
With what money \_\_\_\_\_
4. TRANSPORTATION - gas/car payment/insurance is paid by who \_\_\_\_\_  
With what money \_\_\_\_\_

**PENALTIES FOR FRAUD**

- All household members will be ineligible for any Human Services' programs for a period of two years from the date the fraud was discovered if no benefits are received.
- Applicant will be required to pay back any funds received, and all household members will be ineligible for any Human Services' programs for a period of two years from the date the debt was repaid in full. Members will be permanently ineligible from Human Services' programs if the debt is not repaid.
- Fraudulent receipt of a benefit of \$300 or greater may lead to felony prosecution up to and including Grand Theft charges.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**This document must be completed by every client that has a combined household income of less than 50% of the Federal Poverty Income level.**