



THE HOUSING AUTHORITY OF THE  
CITY OF CHARLESTOWN  
200 JENNINGS STREET  
CHARLESTOWN, INDIANA 47111-0218  
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## **REQUIRED DOCUMENTS NEEDED FOR ONLINE APPLICATION**

THE FOLLOWING REQUIREMENTS MUST BE BROUGHT TO OUR OFFICE, FAXED TO OUR OFFICE OR MAILED TO OUR OFFICE WITHIN 14 DAYS OF COMPLETING THE ONLINE APPLICATION.

1. DRIVERS LICENSE OR STATE ISSUED ID CARD (LICENSE MUST BE FROM THE STATE IN WHICH YOU CURRENTLY LIVE)
2. ALL HOUSEHOLD MEMBERS BIRTH CERTIFICATE AND SOCIAL SECURITY CARDS
3. ALL INCOME INFORMATION (PAY STUBS, SOCIAL SECURITY AND DISABILITY INCOME, CHILD SUPPORT, FOOD STAMP VERIFICATION, UNEMPLOYMENT, RETIREMENT FUNDS, ETC.)
4. CURRENT BANK STATEMENTS
5. CAR REGISTRATION
6. MEDICAL EXPENSES – IF REQUIRED
7. ANY CRIMINAL BACKGROUND HISTORY – IF REQUIRED