



VETERANS ASSISTANCE COMMISSION OF McHENRY COUNTY

2200 North Seminary Avenue, Admin Bldg.
Woodstock, IL 60098

Phone (815) 334-4229 Fax (815) 334-4678 e-mail veterans@mchenrycountyil.gov



VAC Admin

Dear Applicant,

All requested items checked below including this check list must be turned into the Admin Specialist prior to meeting with the Veterans Service Officer so the information can be scanned into your record. Please ensure all information is available prior to making an appointment for Veterans Assistance.

- ☐ Copy of Military Discharge or DD-214
- ☐ Social Security Card for each member of the household
- ☐ Illinois Photo ID card for each adult member of the household
- ☐ Utility bill in Veterans Name or Spouse's Name
- ☐ Proof of Residence such as a copy of lease, mortgage, etc...
- ☐ Copy of Marriage License
- ☐ Household Income Verification for all adult members of the household (pay stubs)
- ☐ Birth Certificates, Adoption Papers, or Guardianship Documents for dependent children
- ☐ Veterans Death Certificate
- ☐ Current federal income tax return
- ☐ Trip log and proof of insurance if requesting a fuel voucher.
- ☐ Referral from Employment Security – VETS showing appointment was kept
- ☐ Referral from Housing Authority showing an application was submitted for Section 8
- ☐ Referral from Housing Authority showing appointment made/kept for LIHEAP
- ☐ Referral from Housing Authority showing appointment made/kept for emergency housing
- ☐ Referral from Dept of Human Services showing an application was submitted for aid
- ☐ Current doctors note (for employment search waiver)

Please feel free to contact us during working hours with any questions.

Sincerely,
VAC Admin