

E Address Verification

[REVISION 22](#)
(10/01/12 - 12/31/12)

Verify the participant's residential address.

Verification sources must be current and contain the name and address of any of the case participants.

EXCEPTION

Do not request verification of the actual residential address of an [Address Confidentiality Program \(ACP\)](#) participant.

NOTE When the participant is temporarily residing out of state, see [TEOA Overview](#).

Use any of the following verification sources:

- City directory
- [Collateral contact](#)
- Church records
- Current driver's license
- Department of Motor Vehicles documents
- Lease agreement
- Ownership of property documentation
- Phone directory
- Rent or mortgage receipt
- School records
- Signed statement from a nonrelative
- Statement from a nonrelative employer
- Statement from a nonrelative landlord
- Tax office records
- Utility bill
- Utility company records
- Verification of Living Arrangement/Residential Address (FAA-0065A) form

NOTE When an NA participant is considered homeless for NA purposes, request a description from the applicant of where the applicant is residing. Document the information in the [case file\(g\)](#).

(See [RARE](#) for residency requirements)

ARCHIVED (Valid until 11/16/20)