

E Address Verification

Verify the applicant's residential address.

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

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

MA EXCEPTION

When the change of address is within the state, verification of the change is NOT required.

NOTE Changes in the budgetary unit, due to a change of address, must be verified.

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 (FA-065) form

NOTE When an NA applicant is considered homeless for NA purposes, request a description from the applicant of where the applicant is residing. Document the information on the FAA documentation forms and CADO.

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