

**ACCESS APPLICATION COVER SHEET – MILWAUKEE ENROLLMENT SERVICES (MIIES)
 FAX NUMBER 414-438-4580**

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NOTE: This cover sheet should only be used for sending documents **after** the application or review is completed on ACCESS.

Sender		Phone Number	ACCESS Date
Customer – Last Name	First Name		Date of Birth
ACCESS Application Tracking Number or Case Number		Number of Pages (including cover sheet)	

Check the type(s) of documentation being submitted.

- Six-Month Report form (SMRF) packet
- FoodShare Employment and Training (FSET) exemption form/letter
- Other – specify: _____

Change of Address and Expenses

- | | | |
|---------------------------------------|---|---|
| <input type="checkbox"/> Lease | <input type="checkbox"/> Home insurance | <input type="checkbox"/> Telephone bill |
| <input type="checkbox"/> Mortgage | <input type="checkbox"/> Gas bill | <input type="checkbox"/> Property tax |
| <input type="checkbox"/> Rent Receipt | <input type="checkbox"/> Electric bill | <input type="checkbox"/> Medical bills |

Income

- Check stub(s)
- Employer Verification of Earnings (EVFE)
- Letter signed by employer
- Taxes for year: _____
- Other income – specify: _____

Unearned Income

- Unemployment
- Social Security (SS) income

Assets

- Bank account statement
- Vehicle ownership
- Trust account
- Life insurance

Identity and Citizenship

- | | |
|--|--|
| <input type="checkbox"/> Photo ID | <input type="checkbox"/> Alien registration papers |
| <input type="checkbox"/> Birth certificate | <input type="checkbox"/> SS card or Form SS-5 (application for Social Security card) |
| <input type="checkbox"/> Birth announcement/footprints | <input type="checkbox"/> School records |
| <input type="checkbox"/> Passport | |
| <input type="checkbox"/> Other – specify: _____ | |