

Superior Court of California, County of Alameda

Ability To Pay Document Checklist for Applicants (Required with application)

Please put an X in the box once you have attached the required documentation or write N/A if Not Applicable. Do not staple documents. Submit copies of documents, not originals.

It is your responsibility to provide adequate documentation. Failure to provide the required documentation may result in denial of your application.

If you checked any boxes in 2. (a), - Receiving Government Assistance -, on your Ability to Pay application, please provide copies of:

Proof of Receipt of Public Benefits dated within 60 days (ex: Medi-Cal, Food Stamps, SSI, SSP, GA, GR, IHSS, CalWorks, TANF, or CAPI)

And:

Documentation of other Income if applicable (ex: Current Pay Stub with Year –To Date totals, Disability, Retirement, Pension)

To get a copy of your proof of public assistance, you can go to the Social Security Office or welfare office in the County from which you receive public benefits.

If you checked box 2. (b), – Gross household income is less than listed in the Family Size chart -, on your Ability to Pay application, please provide copies of:

Current pay stub with Year-to-Date totals:

OR: If Year to Date totals not on pay stub, submit copies of prior 3 months pay stubs

And:

Must also provide proof of income of other household members same as above

And:

If dependents, **must also** provide copy of most recent Tax Returns

If you checked box 2. (c), on your application, please provide copies of the following documentation:

Current pay warrant with Year-to-Date totals

OR: If Year to Date totals not on pay warrant, submit copies of prior 3 months pay warrants

And:

Must also provide proof of income of other household members same as above

And:

If dependents, **must also** provide Copy of most recent Tax Returns

And:

Copy of current bank statement(s)

And:

Copy of rental agreement or recent mortgage statement

And:

Copy of current statements for any expenses you want taken into consideration to demonstrate your inability to pay