

## Michigan Intake Sheet (Please Print)

Your Name: \_\_\_\_\_

<b>Home Owners Only</b>	
Did you buy or sell your home in 2017? Yes    No	
Did you bring your Property Tax Statements? (Summer, Winter, City)            Yes    No	
2017 Taxable Value \$ _____	
2017 Summer Taxes \$ _____	
2017 Winter Taxes \$ _____	
2017 City/Village Taxes \$ _____	

<b>Mobile Home Owners Only</b>	
What is the amount of your lot rent per month? \$ _____	
Address if different than current address: _____ _____	
Name and address of who you pay rent to: _____ _____	

<b>Renters Only</b>			
First Address			
<b>Where did you live in 2017?</b> (Street Address, City, State, Zip Code)	<b>Landlord's Name and Address</b> (Street Address, City, State, Zip Code)	How many months did you live here during 2016?	
		What was the amount of rent <b>you paid</b> per month?	\$ _____
		Is your name on the lease agreement?	Yes    No
		Did anyone else live with you other than your spouse and/or children?	Yes    No
		Did anyone help you with paying the rent?	Yes    No
		Is your rent subsidized (Section 8, etc)?	Yes    No
Second Address			
<b>Where did you live in 2017?</b> (Street Address, City, State, Zip Code)	<b>Landlord's Name and Address</b> (Street Address, City, State, Zip Code)	How many months did you live here during 2016?	
		What was the amount of rent <b>you paid</b> per month?	\$ _____
		Is your name on the lease agreement?	Yes    No
		Did anyone else live with you other than your spouse and/or children?	Yes    No
		Did anyone help you with paying the rent?	Yes    No
		Is your rent subsidized (Section 8, etc)?	Yes    No

**Are you? (Please circle one?)**

Homeless	Homeless by Choice	Staying with Family/Friends	Living in a Shelter	Adult Foster Care	Transitional Housing
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**Please continue to other side.**



Carson-City Crystal	59020
Central Montcalm	59125
Greenville	59070
Lakeview	59090
Montabella	59045
Tri-County	59080
Vestaburg	59150
Belding	34080
Ionia	34010
Lakewood	34090
Palo	34040
Portland	34110
Saranac	34120
Other (List)	

<b>Home Heating Credit</b>		
<b>How do you heat your home (Circle all that apply?)</b>		
Electric	LP Gas	Natural Gas
Fuel Oil	Kerosene	Wood/Coal/Pellets
<b>Is your heat included in your rent? (Circle one)</b>		<b>Yes    No</b>
<b>If no, what did you pay for heat in 2017 and/or the amount shown on your Utility Bill for the Home Heating Credit? (Amount should be shown on your December 2017, January 2018, or February 2018 bill?)</b>		
\$ _____		
<b>Is the utility bill currently in your name? (Circle one)</b>		<b>Yes    No</b>
<b>If no, whose name is the Utility bill in? _____</b>		

**Other household information**

**Did you, your spouse, or other family member receive Supplemental Security Income in 2017?**

(NOTE: This is NOT the same as Social Security)

**Federal: SSI**

(Maximum \$735/mo. Individual or \$1,103/mo. couples)

**Tax Payer: Amount per month \$ \_\_\_\_\_**

**Spouse: Amount per month \$ \_\_\_\_\_**

**Dependent: Amount per month \$ \_\_\_\_\_**

**State SSI**

(Maximum of \$42 per quarter)

**Tax Payer: Amount per month \$ \_\_\_\_\_**

**Spouse: Amount per month \$ \_\_\_\_\_**

**Dependent: Amount per month \$ \_\_\_\_\_**

**Did you receive Child Support in 2017?                      Yes      No                      \$ \_\_\_\_\_**

**Did you receive Cash Assistance in 2017?                      Yes      No                      \$ \_\_\_\_\_**

**Did your household receive Food stamps in 2017?                      Yes      No                      \$ \_\_\_\_\_**

**Tell us about ALL you medical insurance premiums paid per month?**

**Insurance premium: \$ \_\_\_\_\_ Insurance premium: \$ \_\_\_\_\_ Insurance premium: \$ \_\_\_\_\_ Insurance premium: \$ \_\_\_\_\_**

**Did you pay Personal Injury Protection premiums on your auto insurance?                      Yes      No                      \$ \_\_\_\_\_**

**Did your household have any other sources of non-taxable income? If YES, please describe and provide amount received?**

**City/Local Taxes**

<b>Did you live or work in any of the following</b>		<b>Employment dates for all jobs in 2016:</b>	
<b>Cities?    YES    NO</b>		<b>Employed From:</b>	
Ionia		<b>Employed To:</b>	
Lansing		<b>As a city nonresident, did you work both</b>	
Grand Rapids		<b>inside and outside of the city?    YES    NO</b>	
Other (List)		If YES, how many days or hours did you	
<b>Addresses of all work locations:</b>		work for each employer in 2017?	
		If YES, how many days or hours actually	
		worked in the city?	

*Use additional paper if needed.*