

RESIDENCY INCENTIVE PAYMENT APPLICATION & VERIFICATION
WCEA (WHITE COLLAR) & LOCAL 353 (BLUE COLLAR)

Please complete the following application in its entirety and include any required verification documents with this application. To be eligible for a Residency Incentive Payment in any calendar year, you must submit a completed application to Human Resources prior to the last day of October.

Name: _____ **Employee #:** _____

Current residential address: _____

1. Is the current residential address listed above your primary residence? Yes____ No____
2. Have you resided at your current residential address since at least January of the current calendar year?
Yes____ No____
 - a. If you answered no, please list your prior residential address(es), including the City/Town, since January of the current calendar year: _____

3. As part of this Application, you must provide 3 of the following documents to substantiate your residency. Please check or circle the documents that you have included with this Application from the list below.

- ____ Recent Utility Bill (dated no more than 45 days ago)
- ____ Car Insurance
- ____ Valid Drivers' License and/or State issued Identification Card
- ____ Current Lease
- ____ Property Tax Bill
- ____ Voter Registration Card

4. Sworn Statement by Applicant:

By Signing your name below, you attest to the truth of the information contained in or submitted with this Application regarding your primary residency. You understand that you are obligated to notify the Director of Human Resources in the event of any change in your residency status. Further, you understand and agree that any incident of fraud will be investigated, and that you will be subject to discipline if the City determines that you engaged in fraud or deception in the submission of this Application.

Signature: _____ **Date:** _____

For Office Use Only

Date Application Submitted: _____ **Completed Application:** Yes____ No____ | HRIS
Reviewed and Approved by: _____ **Date:** _____ | _____