



ALIVE! Family Assistance Referral Form (Rev. Dec. 2018a)

Tel: 703-549-3692 Fax: 703-549-3693

Please email this form & back-up documents to "FamilyAssistance@alive-inc.org"

Date: _____

Client Last Name: _____ First Name _____

Address (incl. Apt #): _____ ZIP: _____

Bldg/Condo Name: _____ Client Tel: _____ CaseWorker: _____

Agency: _____ C/W Tel: _____ C/W Email: _____

Full Name	Relation	Year of Birth	Sex	Ethnicity	Foreign Born	Income \$/Mo.	SNAP	TANF	Other Assist Receiving
Client									

Note: A child must be under 18 years of age.

Client: Veteran? Yes No Disabled? Yes No Single Parent? Yes No Employed? Yes No

Type Of Assistance Requested:

Food: Number of Adults: _____ Number of Children: _____ Total: _____
Note: Include Dietary Restrictions and Preferences on the continuation page

Rent Security Deposit Amount: \$ _____
 Payee: _____

 Payee Tel: _____ Lessee Name: _____
Note: Include copy of rental/lease agreement with Lessor & Lessee name and address

Utility Type: Amount: \$ _____
 Name on Bill: Account Number: _____
 Payee: _____

Note: Include copy of utility bill

Other (Specify): Amount: \$ _____
 Name on Bill: Account Number: _____
 Payee: _____

Volunteer: _____ Carded Date: _____ Computer Entry: _____ If Food, # Bags Packed _____

ALIVE! Family Assistance Referral Form Continuation Page (Rev. Dec. 2018)

Amplifying Information

----- For Food Referrals, please include the names & demographics of all intended recipients. Are there any Dietary Restrictions and Preferences?

----- If amount requested is less than the face amount due on the bill, specify who is providing the additional funds?

----- If bill or invoice is not in the name of the client, please describe relationship.

----- If Client's household exceeds space on Page 1, please list additional members & phone numbers here.

----- If "Other" purpose was selected above, provide description and include back-up documents.

----- For Furniture, email "Furniture@alive-inc.org". For Housewares, email "Housewares@alive-inc.org".

----- For Rent/Lease/Security Deposit, please send only the pages that specify the lessor, lessee, amount and the effective date. The entire document is not required nor desired.

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