



## 2018 Required Documents

### 1. Applicant Identification *(please make a copy and bring it with you to your appointment)*

	Driver's License/State issued ID/Military ID
	Current School ID
	Current U.S. Passport

### 2. Proof of Residence *(please make a copy and bring it with you to your appointment)*

	Most <b>recent</b> (last 60 days) utility bill, telephone bill, cable bill with last name and address
	Housing rental contract, lease agreement, purchase contract, mortgage statement,
	Deed or property tax statement

### 3. Social Security Card *(please make a copy and bring it with you to your appointment)*

	Health Insurance Card with Social Security Number pre-printed
	Social Security Card <i>(application receipt for SS card will <b>NOT</b> be accepted)</i>

### 4. Verification of Education *(please make a copy and bring it with you to your appointment)*

	Most <b>recent</b> copy of school report card, progress report or college transcript.
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### 5. MPLOY Letter of Recommendation

	<b>High School and Middle School Students</b>
	The official MPLOY recommendation form <b>must</b> be obtained online at <a href="http://cityofmemphisyouth.org/moys/forms">cityofmemphisyouth.org/moys/forms</a> . This form <b>must</b> be signed by your school teacher, counselor or principal. This form is invalid without official school seal or stamp.
	<b>College Students</b>
	Must submit letter of recommendation from one of your college professors.
	<b>Out of School Workers</b>
	Must submit a letter of recommendation from a previous employer. If you do not have any previous work experience, please submit a letter of recommendation from a community leader or mentor.

### 6. Proof of Age 14-22 *(please make a copy of birth certificate and bring it with you, if D.O.B. is not on your picture ID).*

	Birth Certificate
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