



COMMUNITY SERVICES OFFICE
of Hot Springs and Garland County, Arkansas
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2026 WINTER ENERGY ASSISTANCE PROGRAM CHECKLIST

This is a program to assist Garland County applicants with utility bills.

Program Dates: Monday, JANUARY 5, 2026, to Thursday, APRIL 30, 2026 (or until funds are depleted).

➤ Complete **ALL** sections in **blue** or **black** ink **and** include the following:

- ☐ Proof of income for all household members 18 yrs or older
 - Check stubs must show name, date paid and gross amount from the previous month **OR** current month. Award letter for the current year, Social Security, SSI (this includes benefits received for children under 18), Retirement, Pension(s), Workman's Comp, Child Support, Unemployment Benefits
 - Self-employed applicants must provide most recent Federal tax return. \$500 or less is considered inadequate income and requires an Odd Job form. **(Please request from staff.)**
- ☐ A copy of ID or driver's license
 - *(Other acceptable forms of ID include government issued ID card; health insurance card or employment ID; or birth certificate)*
- ☐ Copy of Social Security Card for applicant and household members 18 yrs or older, and social security numbers for each household member
- ☐ Birthdates must be listed for every household member
- ☐ **A copy of both your electric bill and gas bill**

NOTE: Accounts must be active. We cannot pay on pending final or final accounts.

- ☐ If utilities are included in your rent payment, include a current lease agreement, or signed letter on letterhead from the landlord

IF YOU AND/OR HOUSEHOLD MEMBERS 18+ YEARS OLD CLAIM ZERO INCOME:

- ☐ You must obtain an income verification printout from the Arkansas Workforce Services office (located at 201 Market St).
- ☐ Household members 18+ years old and currently enrolled in school may submit a copy of their school ID or a letter from the registrar.
- ☐ If anyone outside of the household financially contributed to your household, a Contribution Statement must be completed.
 - *The Contribution Statement and Zero Income form are required if the household has an income of zero.*

NOTE: Applications missing required information will be returned for completion. Funds for this program are limited.