



Department of Social Services

Please bring along the following documents when applying for

Financial Assistance

(Bring all documents that are indicated below with a check mark (✓))

- Copy of ID Card/Passport of everyone who are part of the family/household.
- Registration form with proof of Dutch Nationality from Census office of everyone who are part of the family/household. (Applicant must be registered at Census Office at least three(3) months prior to applying for assistance.)
- Copy of Immigration paper – residence permit of everyone who forms part of the family/household who do not have a Dutch nationality.
- Legal documents to prove marital status.
- Legal documents stating applicant is the legal guardian of young children. (When it is applicable.)
- School letter – for all who are still going to school. (Elementary & High School)
- Copy of medical insurance card of everyone who are part of the family/household.
- A valid and recent Doctor's letter – showing/stating valid reason why applicant can't work and for how long. (In case of mental patient a letter from Mental Health Foundation is also required.) Appropriate forms are available at front desk.
- Proof of unemployment registration – This is to prove that the applicant was registered at Labor Affairs prior to applying for assistance.
- Two recent denial job letters, showing you were actively looking for job on your own.
- Proof of any type of income:
 - Two last salary slips
 - Letter from SVB stating monthly pension income. (old age, widow, etc)
 - Receipt book showing monthly income from house/apartment rent.
 - Alimony
 - Child Support
 - Settlement
 - Odd jobs (yard work, Ironing, etc)
- Copy of all bank books showing current balance.
- Last year income tax declaration and Crib Number.
- If owned a business or vendors license, a letter from chamber stating it is closed.
- Proof of any type of expenditures:
 - Last three house/land rent receipt
 - Last GEBE bills (water & light)
 - Copy of Cable book
 - Last home phone/internet billIf bills are not in applicant's name a written declaration is needed to prove that the applicant is indeed residing at that address.
- If applicant lives with parents or other relatives, a letter is needed to verify that fact, with a copy of the person's identification attached.

We reserve the right to randomly verify any documentation or information given to us.

Walter Nisbeth Rd. #37, Philipsburg, St. Maarten, Netherlands Antilles
Phone: 552 3561 or 543 7509 Fax: 543 7511 or 542 0141