

# BEAUFORT-JASPER EOC

## AREAS OF ASSISTANCE:

- Energy Assistance (i.e. electric bill, gas bill, etc.)
- Emergency Assistance (rental, final notice and electric bill, etc.)
- Referrals (DSS, Agency Partners, etc.)

## The Following Documents Are Required; Please Bring with You to Scheduled Appointment Time:

- Valid SC ID card of Applicant– (Name on ID card must match name on ALL DOCUMENTS)
- Original Social Security Card (s) or Proof from Social Security Office applying for new card and verification
- DSS Food Stamps Printout for ALL household members (If Applicable)
- Proof of Income for Everyone in Household for the past 30 Days
- If you are a Veteran or Active Military, you must provide proof of Military or Veterans Status
- Current Lease Agreement (ALL PAGES to lease document)
- Unemployed individuals 18 years of age or older with ZERO income must get Individual Summary Printouts all from the Unemployment Office

PROOF OF INCOME SUCH AS:	
Check Stubs Proof of income for the past 30 days	Wage Verification Form OR Statement of Termination from Employer
Social Security Award Letter	Veteran's Benefits
SSI Award Letter	Alimony (Divorce Decree)
Section 8/Housing TTP Form / HUD 500-59 or USDA form	Rental Property Income
Retirement Annuities/Pension	Worker's Compensation
Child Support Income	Dismissal Wages
Unemployment File Claim & Claim History Job Link Individual Summary	For Self-employed customer – Last year tax forms (all)

**Final Notice alone is not considered as an emergency!!**

## If You Are Seeking Assistance for The Following: (Additional information may be Required)

### LIHEAP ENERGY ASSISTANCE

#### **ELECTRIC:**

- Copy of Electric Bill and Final Notice (if applicable)
- \*\* If Transfer is on account you must have the last 4 bills from previous address

#### **FUEL:**

- Copy of Gas Bill/Delivery Ticket
- THE BILL MUST BE IN THE PERSON NAME WHO IS APPLYING FOR ASSISTANCE OR SOMEONE OVER 18 YEARS OF AGE THAT IS CURRENTLY IN THE HOUSEHOLD.**

### EMERGENCY ASSISTANCE

#### **RENTAL:**

- Proof of Employment
- Proof of Emergency
- Lease Agreement (ALL PAGES)
- Court Eviction Notice (if applicable)
- Past Due Statement from Landlord
- Rental Payment Ledger (Payment History)
- Rental Affidavit Packet Completed

**\*\*OTHER DOCUMENTS OR FEES MAY BE REQUIRED ONCE CUSTOMER COME IN FOR ASSESSMENT\*\***

**Name and Address must match on all documents!**

### Office Locations

Beaufort County: 60 Robert Smalls Pkwy Beaufort SC 29906 843-962-3888

Jasper County: 1506 Grays Hwy Unit D Ridgeland, SC 29936 843-726-5586

Fax Number: 843-589-1152 • Email: [energy@thebjeoc.org](mailto:energy@thebjeoc.org)

Website: [www.thebjeoc.org](http://www.thebjeoc.org)

**HOURS OF OPERATION: MONDAY THRU FRIDAY 8:00 a.m. to 4:30p.m.**

**ALL EMERGENCY SITUATIONS MUST BE TAKEN CARE OF WITHIN 24 TO 48 HOURS OF INITIAL VISIT**