

BVCAP Application Instructions

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Please fill out all that applies. Make sure all household members are listed and the data that applies to them.

Please provide an e-mail and telephone contact information

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Veteran Section:

If you are a veteran please provide the requested information.

Household Situation:

Please provide any important household crisis that may apply to your household needs.

Utility Service Information:

Provide account number, account name and a copy of your latest utility bill. (Gas and Electric)

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Other Information:

Answer all yes or no questions

Housing

Answer all questions

Source –H/H Income

Fill out dollar amount for source of income on all that applies for your income. Do not calculate.

Do indicate household member with what source of income.

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Please sign the Signature line and date.

FYIincome for eligibility must be dated 30 days prior to the date of the application.

Forms

Declaration of Income Statement- List all adult household members on the form, sign and date.

Systematic Alien Verification for Entitlements (SAVE)- List all household members, sign and date.

Application Acknowledgment- Please print name and date on the top, read, initial, sign and date.

Customer Satisfaction Survey- Please fill out our Customer Satisfaction Survey.

BTU Consent- Please fill out with the account holder's name, sign and date.

Bluebonnet Consent- Please fill out with the account holder's name, sign and date.

MAACLINK Consent (Atmos Customers Only)- Please sign and date. The account holder must live in the household.

Required Documents

United States Passport (if applicable)

Proof of Residency (including Permanent Resident card, etc (if applicable))

State Issued Photo Identification (all household members 18 or older)

Birth Certificates (all household members)

Social Security Cards (all household members)

Income (past 30 days; if Social Security/SSI, 2020 award letter)

Electric Bill

Gas/Propane Bill (if applicable)