



4. Grounds for the application

For what purpose are you applying for income support?

5. income



The income, wealth and savings of all those living in the same household, also including that of a spouse/ common-in-law spouse and child/children, must be notified. There is no need to send payment certificates of benefits paid by the Social Insurance Institution Kela. Write down the net income, i.e. the income after withholding tax and the date of payment. Attach the necessary appendices. There is a list of the appendices in section 10. Appendices.

Type of revenue	Applicant		Spouse/common-in-law spouse	
	Euros/month	Payment date	Euros/month	Payment date
Earned income				
Kela unemployment benefits				
Earnings-related unemployment benefits				
Housing benefit				
Social insurance				
Earnings-related pension, paid by				
Other pensions (foreign pension, widow's pension), paid by				
Sickness benefit				
Rehabilitation support				
Child benefit				
Maintenance allowance (Kela payment)				
Alimony				
Maternity/parental/paternity pay				
Child home care allowance				
Support for informal care				
Student financial aid				
Student loans				
Capital income (dividends, etc.).				
Tax refund, distrained <input type="checkbox"/> yes <input type="checkbox"/> no				
Other income (incl. rental income, salaries and pensions of minor children)				
Disability support/day care allowance/maternity allowance, etc. income (which are not taken into account as income)				



6. Pending benefits

What benefits do you or your family members have pending (for example, housing allowance, unemployment benefits, child-raising allowance, pension, study benefits, salary guarantee, which are still awaiting a decision)?

Benefit	For whom is the benefit for?	Where has it been applied for?

i Income support may be collected retroactively for the same period, in which income support and benefits have been paid (Social Assistance Act § 23).

7. Expenses

i The basic section includes the following expenses, which do not need to be accompanied by supporting documents: expenditure on food and hygiene, clothing, pharmacies, so called, OTC drugs, local transport expenses, magazine subscription payments, telephone and internet charges, hobby and leisure time expenses, as well as other costs incurred through the daily life of you and your family members.

Type of expenditure	Euros/month	Due date
Rental/service charge		
Water charges		
Sauna payments		
Electricity, gas, oil, etc. bills		
Mortgage rates		
Home insurance		
Public health care customer payments and medicines, also dental care		
Paid daycare fees		
Paid maintenance fees		
Travel expenses		
Other expenses, what?		

8. Personal discussion

If you would like to discuss your life situation, you can contact a social worker by phone. Contact details can be found on the city's website.



9. Signature

I declare that the information given is true and undertake to provide notification, during the validity of the income support decision, of any changes that may take place. Income support that is given on the basis of incorrect information may be recovered, and may also lead to the taking of legal measures (Law on Social Assistance § 20).

Date _____ Signature of the applicant _____

Date _____ Signature of the spouse or common-in-law spouse _____

The income support applicant, their family members and those liable for maintenance must provide the officials with all necessary information affecting the income support decision and otherwise contribute to their case resolution (Social Assistance Act § 17, Administrative Procedure Act § 31).

Information concerning the income support applicant can be acquired and verified regardless of consent, in so far as it is deemed to be essential to clarify the customer's social care needs (Act on the status and rights of social welfare clients 12 § 2 and § 20).

The social authority have technical access to the Kela benefits system and the tax authority's tax data, from where information provided by the client can be verified (Act on the status and rights of social welfare clients 21§).

Your information will be registered in the authority's customer information system. You have the right to verify the information and request that it is corrected (Personal Data Act 26 §). Additional information regarding the information kept in the register and the rights of the registrant is available from the customer work sites, as well as the city's website.

10. Appendices

The application should include following documents for you and your family, i.e. individuals living in the same household:

Section 2. Applicant

- If you are applying for income support for the first time or if your housing, family relationships, family members or wealth assets situation has changed, please fill in the additional basic information form.
- If you are without a permanent home, write it in section 4. Grounds for the application concern the address, the study period and the name of the apartment manager.
- Provide the bank account number, to which the income is paid, using the following form: Bank account number statement. Only send this form if you have not provided it in the past, or if your bank account number has change

Section 5. Income

- Bank account statement for two months from you and your spouse/cohabiting partner. Also see guidelines in the previous decision.
- Salary slips showing the salary of the last calendar month. If you are a new applicant, provide salary slips for the last two calendar months.
- The decision and the last payment notice of the following income: employment pension, earnings-related unemployment allowance, support for informal care or a foreign pension.
- Income support decision, if you have received income support from another municipality.
- If you or a family member is a student, fill in the additional student's appendix.
- If you or a family member is an entrepreneur, fill in the additional entrepreneur appendix.
- Selvitykset muista tuloista, joita sinä tai perheenjäsenesi saat tai joista sinulta on pyydetty selvitys edellisessä päätöksessä.
- The last consolidated tax proposal or tax assessment, with separate sections, the tax authority or collection agency certificate of tax refund collection, if you have not already provided it for the current year.

Section 7. Expenses

- A copy of an apartment lease or a right of occupancy agreement and the amount of the rent or service fee, if you have not already provided it earlier.
- Proof of other housing costs, such as an electricity bill, water bill, or home insurance bill, as well as a copy of the insurance policy.
- A bank mortgage certificate, which shows the monthly payment of interest and loan payments.
- Proof of current public health care expenditures, for example: prescription drug receipts, as well as prescriptions, outpatient charges, dental care bills.
- Proof of paid child care payments and other child or schoolchild care costs.
- Proof of a child care, meeting and maintenance arrangements, if not already provided, and the child support payment receipts.
- Other proofs, which clarify your financial situation: for example, a collection agency's report on collection enforcements.

Please note that application appendices are not, as a rule, returned. Provide copies of all supporting documents.