

FORM W

ACKNOWLEDGEMENT OF PERSONAL NEEDS VOUCHER USAGE

I, _____, am aware that personal/household need vouchers are to be used for personal cleansing/hygiene items and household cleansing/storage/cooking items not including food, drinks, candles, or incense. For example, Items for laundry such as laundry soap, laundry baskets, clothes pins, softeners, racks are acceptable. Towels, plates, utensils, pots and pans are okay. As are shower curtains, regular window curtains or shades.

I have been made aware that electronic items cannot be purchased with this voucher, nor can gifts for other people, jewelry or “knick-knack”/”bric-a-brac” items. Diet pills and homeopathic cures/herbs are not to be purchased either.

The City Welfare Office will specifically name any other item and it’s cost on my voucher such as for items like diapers, shoes, clothing, cough medication and the like. I am not allowed to return items purchased with vouchers for cash and the store will not give me a receipt when I use a voucher. No one else is to use my voucher.

I understand that misuse of the voucher may lead to suspension from receiving this type of assistance. I understand that the store has a right to refuse me service if they believe I am misusing a voucher and will direct me to the Welfare Department. I am also aware that the store may report to City Welfare if I try to use my voucher for purposes for which it was not intended.

Signature

Date