

**BRONX SHEPHERDS RESTORATION CORPORATION**

NEW YORK STATE DIVISION OF HOUSING AND COMMUNITY RENEWAL  
ENERGY SERVICES BUREAU  
WEATHERIZATION ASSISTANCE PROGRAM

**1-4 FAMILY HOME**

THE FOLLOWING DOCUMENTS MUST BE SUBMITTED ALONG WITH YOUR APPLICATION FOR WEATHERIZATION;

**The following forms must be completed and returned:**

- 1) WEATHERIZATION COVER PAGE
- 2) ENERGY INFORMATION
- 3) WEATHERIZATION APPLICATION
- 4) PERMISSION TO ENTER PREMISES

**Include all of the following with your completed application;**

- 1) PROOF OF OWNERSHIP One of the following (Copy of Deed, Water bill, Tax assessment etc.)
- 2) PROOF OF INCOME IF YOU ARE THE OWNER AND RESIDE IN THE BUILDING. (copy of 4-consecutive pay-stubs, Public Assistance budget sheet, SSI award letter, Job letter on company letterhead, etc.)
- 3) CON EDISON ACCOUNT NUMBER and copy of bill

\* An application along with proof of income is required for each apartment.

FOR ASSISTANCE IN COMPLETING THESE FORMS PLEASE CALL BRONX SHEPHERDS WEATHERIZATION DEPARTMENT (718) 299-0500 EXT. 145

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**MULTI-FAMILY BUILDING**

THE FOLLOWING DOCUMENTS MUST BE SUBMITTED ALONG WITH YOUR APPLICATION FOR WEATHERIZATION;

- 1) OWNER INFORMATION PAGE
- 2) COMPLETE AND SIGN FUEL INFORMATION FORM
- 3) COMPLETE AND SIGN PERMISSION TO ENTER PREMISES FORM
- 4) PROOF OF OWNERSHIP – must show section/block/lot
- 5) CURRENT RENT ROLL PRINTOUT
- 6) CON EDISON ACCOUNT NUMBER and COPY of BILL

An application along with proof of income will be required for all apartments before any work is started. Building must be at least 50% eligible as low-income by HEAP guidelines. (We will determine).

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**MAIL COMPLETED PACKAGE TO:**

**Bronx Shepherds Restoration Corporation**  
**Attn: Weatherization Department**  
**1932 Washington Ave**  
**Bronx, NY 10457**