



South Carolina Department of Social Services
INSTRUCTIONS FOR FINANCIAL DECLARATION

In order for us to proceed with your case:

1. The Financial Declaration is filled out on yourself;
2. You must **completely** fill out the attached Financial Declaration;
3. You must use **dark ink** and write neatly or have it **typed**;
4. You must put either a **zero** or a **dollar amount** in each space;
5. You must compute your figures on a **monthly** basis;
6. You must have the form **notarized** where indicated;
7. You must **return** the form to us in the enclosed envelope and
8. You must **total** where indicated.