

Acceptable documents for proving residency

The Department of Revenue periodically reviews taxpayers enrolled in taxpayer assistance programs. This doesn't mean you've done anything wrong. The review ensures participants follow the rules and keeps the program fair for everyone.

If you receive a letter from the Audit Division about your enrollment in a taxpayer assistance program, you will need to provide **TWO** documents that include both your name and property address for **EVERY YEAR** covered in the audit. A list of acceptable documents is provided below. If you have questions about the validity of your document, please contact the Audit Division at (215) 686-6500.

You need to submit one document from list A and one document from list B.

List A - Government-issued ID

- Photo ID issued by the U.S. Federal Government, the Commonwealth of Pennsylvania (including the Department of State Voter ID card), or PHL City ID
- PA Driver's License or Non-Driver's License Photo ID
- U.S. Passport
- U.S. Military ID; active duty and retired military (A military or veteran's ID must designate an expiration date or designate that the expiration date is indefinite. Military dependents: ID must contain an expiration date)
- Employee Photo ID issued by the U.S. Federal Government, Commonwealth of Pennsylvania, Philadelphia County or municipal government.
- Voter Registration Card

List B - Other residency docs

Government-issued benefit or award letter (federal, state, or local):

- Unemployment compensation award letter
- LIHEAP award letter

Three months utility bills:

- PGW
- Water Revenue
- PECO
- Cable
- Landline telephone bills

Employment/income tax records:

- At least two pay stubs for the years covered in the audit
- W-2 forms for the years covered in the audit
- State or federal income tax records for the years covered in the audit

Other documents:

- At least two mortgage statements for the years covered in the audit
- At least two student loan billing statements for the years covered in the audit
- At least two bank statements for the years covered in the audit