



REGISTRATION INSTRUCTIONS

Thank you for applying to the 2018 Decatur Police Department Santa Cops program. You **MUST** be a resident of Decatur to apply. You do not have to live within the city limits but you must have a Decatur address or your child must be enrolled at one of the DISD campuses and you must provide proof. If you are receiving assistance from another local outreach, your application will not be fulfilled. The following documents are required at the time this form is turned in to be considered for the Decatur Police Department Santa Cops program:

- 1. A copy of the 1st page of your 2017 tax return.** This should list your dependents, everyone's Social Security Numbers, income, and residency.
(If you have had a job loss resulting in your income being less than half of your 2017 income, please provide verification of unemployment, food stamps, utility assistance, etc. AND include notes in blanks on last page describing your situation.) If applicable, provide verification of any additional income (child support, unemployment, etc.)
- 2. A copy of your Electric, Water or Phone Bill. It must show your name or spouses name and physical address. Please attach a copy of this to your application**
(If you have recently moved to Decatur and do not have a copy of your bill, please provide verification of address with a copy of your rental/lease agreement.)
- 3. Proof of Child's Enrollment in DISD- ****Only if you live outside of Decatur******

All information provided to the Decatur Police Department Santa Cops program is furnished voluntarily and is not subject to the privacy expectations. By submitting an application, a family waives such privacy laws and expectations. The Decatur Police Department Santa Cops program reserves the right to verify the information on the application with public records and third parties. The application and supporting documents will not be returned, so all supporting information must be copies (not originals). All applications will be destroyed after the Christmas season.



Santa
COPS
DECATUR

Please keep the following in mind when completing the application:

1. The Decatur Police Department Santa Cops program assists children ages newborn –17 years of age.
2. You **MUST** be a resident of Decatur to apply or your child **MUST** be enrolled in DISD.
3. ALL applications are due by **December 2**.
4. We will notify you by December 14 by mail with the status of your application.

Please complete all sections; **UNCOMPLETED FORMS** will not be fulfilled. Our Agency will verify that all information provided is true and correct. If you have any questions, feel free to contact Ashly DoByns at (940) 393-0303. **All applications are due by 5:00pm on Sunday, December 2, 2018**. Any application received after the due date will not be accepted under any circumstances. The Decatur Police Department is open 24 hours a day, 7 days a week.

Decatur Police Department

1601 South State St.

Decatur, Texas 76234

***If you have a Decatur address that is in the city limits, the Police Department will deliver your gifts on Monday, December 24 between 8:00am-12:00pm. If you live outside of Decatur city limits, you can pick up your gifts at the Decatur Police Department on Monday, December 24 between 8:00am-2:00pm. If other arrangements need to be made, please contact us at (940) 393-0300. Thank You



Santa COPS DECATUR

Parent's Names: _____

Mother's DOB: _____

Father's DOB: _____

Physical Address: _____ City: _____ Zip: _____

Mailing Address: _____ City: _____ Zip: _____

Home Phone :(_____) _____

Cell Phone :(_____) _____

Mother's Work: _____ City: _____ Yearly Income \$ _____

Father's Work: _____ City: _____ Yearly Income \$ _____

Please list the name of each child along with their age and sex. List items that each child needs along with items that they wish for this Christmas. **MUST INCLUDE ALL SIZES OF CLOTHES &/OR SHOES IF NEEDED. ******

Name: _____ Sex: _____ Age: _____

Shirt Size: _____ Pant Size: _____ Shoe Size: _____

Needed Items: _____

Wish list: _____



Santa **COPS** **DECATUR**

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Shirt Size: _____ Pant Size: _____ Shoe Size: _____

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Wish list: _____

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Name: _____ Sex: _____ Age: _____
Shirt Size: _____ Pant Size: _____ Shoe Size: _____

Needed Items: _____

Wish list: _____



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COPS
DECATUR

Please give a brief explanation as to why you are requesting assistance for Christmas this year:

Are you receiving assistance for Christmas from any other organization?

Yes No

Please Circle