

Tri-Lakes Relational Center Springfield

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Reduced Fee Request Form

At Tri-Lakes Relational Center (TRC) we are interested in helping people; that's our calling and reason for being here. In an effort to help more people we offer several reduced fee options. Eligibility for reduced fee options are needs-based taking into consideration ones income and circumstances. To take advantage of this needs-based assistance all you need to do is:

- a) fill out the **Reduced Fee Request Form**
- b) fill out the **Financial Responsibility Statement** and check the "I wish to request a fee reduction" check box.

That's it! At Tri-Lakes we are glad to be able to help you regardless of your ability to pay fully for your counseling. If you have any further questions, do not hesitate to ask your counselor.

Household Information

# of Adults in Household	# of Dependant Children
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Household Income Information

Income #1

Name & Relation	Education Level
Employer	Work Phone #
Address	
Length of Employment	Annual Income

Income #2

Name & Relation	Education Level
Employer	Work Phone #
Address	
Length of Employment	Annual Income

Income #3

Name & Relation	Education Level
Employer	Work Phone #
Address	
Length of Employment	Annual Income

Total Annual Household Income

*Copies of your previous years **tax return and current pay stubs are required**; these will become part of the client file. For your convenience TRCS can make copies of originals for you.*

By signing below I testify that all the above information is correct and I hereby give permission to Tri-Lakes Relational Center Springfield to verify the accuracy of the information.

Printed Name

Signature of Client or Guarantor

Date