

Releases of Information

- Your information is confidential. That means we do not discuss your situation without written permission except, for example, when you are believed to be a danger to yourself or to others.
- The attached forms need to be **signed by all adults** listed on the application so we can communicate with respective agencies about case eligibility.
- You will notice differences between them such as time periods; some are good for 6 months, some for a year, some for whatever time period you specify.
- Releases of Information can be withdrawn at any time, in writing.
- They generally allow us to give AND receive information by all forms of communication such as in person, over the phone, via postal mail, email or fax for a specific time period.
- The Town of Conway release has space for you to exclude any individual, piece of information or agency you prefer us not to communicate with.
- Keep in mind that failing to sign these documents will severely limit our service to you and may result in a delay or denial until YOU are able to assist us in making a justifiable eligibility determination.

Enclosed you will find release forms for the following agencies:

- Town of Conway
- Department of Health and Human Services
- Tri County Community Action Program
- Starting Point: Must be done with them
- Social Security, NH Employment Security: If appropriate, can do at your appointment.

Please submit this packet with your completed application and supporting documents.