



Government of the Republic of Trinidad and Tobago
Ministry of the People, Social Development and Family Services

National Social Development Programme (NSDP)
Customer Application Form

SECTION 1: Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Date of Birth: Day Month Year Age: _____ Sex: Male ☐ Female ☐

Marital Status: Single ☐ Married ☐ Widow ☐ ID Card/ DP/ PP #: _____
Birth Paper PIN: _____

Address: _____

Mailing Address (if different): _____

Home Tel: _____ Mobile: _____ Work: _____

Place of Employment: _____

Occupation: _____ Income/Salary: _____

SECTION 2: Service Required

House Wiring: ☐	First Time Wiring ☐ Rewiring ☐	Materials ☐ Labour ☐ Both ☐
Sanitary Plumbing Assistance: ☐	Toilet and Ancillary Fixtures ☐	Materials Only ☐
Water: ☐	I have: No Water Supply ☐	
Electricity Poles: ☐	PLEASE ATTACH T&TEC SURVEY WITH COSTING	

SECTION 3: Building Information

Building Structure: Wooden ☐ Concrete ☐ Galvanize ☐ Size (ft) _____ X _____ Other: _____

Flat House ☐ Elevated One Level ☐ Two Level ☐ Other: _____

of Rooms: Bedroom(s): _____ Bathroom: _____ Living Room: _____ Kitchen: _____ Gallery: _____ Other: _____

SECTION 4: Social/ Household Data

Single Parent ☐ Pensioner ☐ Fire Victim ☐ Disaster Victim ☐
Disability Grant Recipient ☐ Public Assistance ☐ Food Card ☐ Other ☐ _____

List all residents in the household including dependents and non-dependents (e.g. Wife, child, aunt, grandparent, father)

Name	Age	Relationship to Applicant	Occupation (Incl. Students)	Monthly Incomes (\$)
TOTAL HOUSEHOLD INCOME:			\$	

Land Tenure: Freehold ☐ Rented/Leased ☐ Family Owned ☐ Other: _____

Documents Available (e.g. deed, rent receipts etc): _____

Community Impact:
Number of Households to benefit _____ Total number of beneficiaries _____

Department referred from: _____

SECTION 5: Disclaimer and Signature

I hereby declare that the information provided is to the best of my knowledge, true and complete.

Applicant's Signature: _____ Date: _____

OFFICIAL USE ONLY

Date of Visit: _____

Request Recommended: Yes ☐ No ☐ (see notation)

Regional Coordinator: _____

APPROVED / NOT APPROVED

APPROVAL STAMP

Instructions

You will need:

1. Copy of Identification Card / Birth Certificate

2. Land Documents:

- Government Land and Building Tax Receipt; or
- Copy of Deed for the Land; or
- Certificate of Comfort; or
- Letter of no objection from Land Settlement Agency or other relevant Authorities

Notes:

1. In the event of which the owner of the land has died, applicant must present a death certificate and a letter of administration certifying that he / she has permission to conduct business of any sort on the land.
2. If the deed does not belong to the applicant, the applicant must provide a letter from the owner of the land stating that he / she has given permission for the house-wiring to be done, together with the land documents. The applicant must also provide a valid Identification Card of the owner and of themselves.
3. A survey letter must be provided by the applicant if there is need for electricity poles. Please seek the advice of the nearest T&TEC office for Electricity Poles.
4. No labour is provided for plumbing installations.
5. Customers applying for the material assistance must sign a MOU from the Ministry of Social Development and Family Services stating that the work must be completed within 3 months.
6. NSDP reserves the right to request additional information including but not limited to bank statements, pay slips etc.
7. Applicants who were not approved and wishes for their application to be reviewed should furnish a request for review in writing justifying the cause.