Republic of the Philippines
Province of Quezon
Municipality of AGDANGAN

MUNICIPAL SOCIAL WELFARE & DEVELOPMENT OFFICE

INTAKE SHEET

I. IDENTIFYING DATA **Date _____**

Name of Client : _____
Address : _____
Age : _____ Date of Birth : _____ Religion : _____
Civil Status : _____ Educational Attainment : _____
Occupation : _____ Monthly Income : _____
Informant : _____ Relationship to Client : _____

II. FAMILY COMPOSITION

Name	Age	Relationship to Client	C.S.	Educational Attainment	Occupation / Income

III. Other Source of Income

( ) Food Support from Relatives **( ) Backard livestock raising**
( ) Backyard Garden **( ) Educational Assistance / Scholarship**

IV. Problem Presented :

_____
_____
_____
_____

V. Background Information :

A. Housing and Other Living Condition

Housing : ( ) Owned ( ) Rented ( ) Shared ( ) Caretaker
Housing Structure : ( ) Makeshift/Dilapidated ( ) Light Materials
( ) Concrete ( ) Combined heavy and light materials
Lot : ( ) Owned ( ) Amortized ( ) Sharer
Lightning : ( ) Kerosene Lamp ( ) Electricity ( ) Candle
( ) Shared ( ) Owned

B. Individual household member monthly per capital income

( ) within poverty threshold level (Php 1,500.41)
( ) below poverty threshold level
( ) within food threshold level (Php 980)
( ) below food threshold level

C. If medical case, please check ( ) in patient ( ) out patient
If in – patient, name of hospital :

D. Name of Health Insurance :

( ) Employed / Regular ( ) Self-Employed ( ) Indigent
( ) Lifetime Member ( ) Not Member

I hereby certify that the above information are true and correct to the best of my knowledge and belief.

_____
Client's / Informant's Signature

VI. Evaluation and Recommendation :

Base on the above information, the herein client is found eligible for :

( ) Medical ( ) Transportation
( ) Educational ( ) Burial

And hereby recommended to avail of _____ (Php _____)

Prepared by :

_____
(Name & Signature over Printed Name)

Recommending Approval :

EDELISA R. AGUILAR, RSW
MSWDO

Approved by :

RHADAM P. AGUILAR
Municipal Mayor