

APPLICATION ID #:

Relocation Expense Verification

This worksheet is provided to assist you in demonstrating your relocation expenses. Please provide a **receipt or a form of verification** for each category for which you are requesting. VCP staff must verify and review the requested items and recommend the final amount to be paid.

**YOU HAVE THE BURDEN OF PROVING YOUR RELOCATION
EXPENSES ARE DIRECTLY RELATED TO THE CRIME**

Types of Expenses and Limits	Amount (\$)
Total payment or reimbursement not to exceed \$2,000*	
Rental Housing: <ul style="list-style-type: none"> Please provide a copy of your rental/ lease agreement. You may also have your landlord complete the VCP Rental Verification form if you do not have a rental agreement. 	
Utilities Deposit:	
Telephone Deposit and Connection Fee:	
Temporary Lodging:	
Food, Clothing, and Other Personal Items: <ul style="list-style-type: none"> Please provide receipts and a statement explaining the reasons these items are necessary relocation expenses as a direct result of the crime. 	
Other Necessary Expenses: <ul style="list-style-type: none"> Please provide receipts and a statement explaining the reasons these items are necessary relocation expenses as a direct result of the crime. Examples of expenses might include moving van/ truck rental, fuel costs, airplane tickets, professional moving company fees, etc. 	
Total Relocation Expenses	\$

I declare under penalty of perjury under the laws of the State of California that the information I have provided is true, correct and complete to the best of my knowledge.

Your signature designates you have read and agree with the above statement.

Signature: _____ **Date:** _____

Important Information for Domestic Violence or Sexual Assault Victims/ Claimants

When the relocation is for a victim of sexual assault or domestic violence, the claimant shall agree **not** to inform the offender of the location of the victim's new residence and not allow the offender on the premises at any time, **or** the victim shall agree to seek a restraining order against the offender. _____ **(Claimant's initials)**

*For requests for relocation reimbursement above \$2,000.00, an applicant **must** show unusual, dire, or exceptional circumstances. The Program may request additional information to substantiate that your request meets the unusual, dire, or exceptional circumstance criteria.

Privacy Notice on Collection

1. VCGCB collects this information based on California Government Code sections 13952 et seq. and 13954.
2. All information collected from this site is subject to, but not limited to, the Information Practices Act. See <http://vcgcb.ca.gov/media/pract.aspx>.
3. This information is collected for the purpose of determining eligibility for compensation.
4. VCGCB may disclose your personal information to another requestor, only if required to do so by law or in good faith that such action is necessary to:
 - a. Conform to the edicts of the law or comply with legal process served on VCGCB or the site;
 - b. Protect and defend the rights or property of VCGCB; and,
 - c. Act under exigent circumstances to protect the personal safety of users of VCGCB, or the public.
5. Individuals are to provide only the information requested.
6. The information provided is mandatory.
7. The consequences of not providing the requested information could result in the denial of your application.
8. You have the right to access the records containing the personal information that you provided.
9. The information collected is used by the California Victim Compensation Program.
10. Any questions regarding the information collected, please write to the following address: 400 R Street, 5th Floor Sacramento, CA 95811, email info@vcgcb.ca.gov, call (800) 777-9229, or contact the VCGCB Privacy Coordinator at InfoSecurityandPrivacy@vcgcb.ca.gov.
11. For additional information regarding privacy, please see VCGCB's Privacy Notice. See <http://vcgcb.ca.gov/privacy.aspx>.
12. For information regarding consumer information on security, please visit <https://oag.ca.gov/privacy/online-privacy>.