

## **Financial Aid Application Instructions & Required Documents**

Please attach the following information to your financial profile and return to our office. Complete all the applicable fields before sending back to the hospital.

1. Two copies of your most recent pay stub(s) or a copy of your most recent income tax forms
2. Copy of lease (if applicable)
3. Copy of your recent bank statements
4. Amount of your family annual gross income
5. Number of dependents in your family excluding yourself

**Please make sure to send all listed information and sign and date the application. Failure to do so will cause your application to automatically be denied.**

**Note: This application does not apply to any physician billing that you receive from their offices.** If you need to contact Ms. Tibbs, please call 703-558-2492.

**Return application and supporting documents to:**

**Virginia Hospital Center Business Office  
601 S. Carlin Springs Road  
Arlington, VA 22204  
Attn: Angie Tibbs**