



## 2023 KRESGE ARTIST FELLOWSHIPS: ELIGIBILITY VERIFICATION INSTRUCTIONS

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### PROOF OF RESIDENCY

You must provide the following documentation demonstrating that, since at least January 19, 2021, the metro Detroit tri-county area has been your legal residence:

1. **Proof of Identity:**

A copy of a valid driver's license, passport, or federal/state issued ID

2. **Income Tax Forms:**

Michigan State Tax Return for the 2021 and 2022 tax years (MI1040 - first page and signature page only) with all accompanying W-2s and/or 1099s

*Note: We only require verification of your name, address, and employer. You may black out any additional personal information (i.e. income) on your tax forms.*

3. **Choose any two of the following four categories. Submit all documents listed with the two categories you choose:**

a. **Utility bills** for February 2021, any date in 2022, and any date in 2023  
(3 utility bills total)

b. **Pay stubs** for February 2021, any date in 2022, and any date in 2023  
(3 pay stubs total)

c. **Lease agreements** covering February 2021, any date in 2022, and any date in 2023 (3 lease agreements total)

d. **Auto Insurance** covering February 2021, any date in 2022, and any date in 2023 (3 proof of auto insurance documents total)

*Note: Each document must display your name and address. We cannot accept mortgages or home ownership documentation as proof of residency given how common it is to own property where one does not live. Page 2 lists supplemental instructions for how to obtain utility records.*

## OBTAINING YOUR UTILITY BILLS:

### DTE Energy

#### Web:

1. Visit: <https://newlook.dteenergy.com/wps/wcm/connect/dte-web/home>
2. Log in
3. Click "Billing & Payment"
4. Click "My Billing & History"
5. Print or save this information

#### Phone:

1. Call 1-800-477-4747
2. Enter your 10-digit phone number or 12-digit account number when prompted
3. Say "billing" when the menu prompts you to do so
4. Say "billing matters" to speak with a representative
5. Ask for your billing history

#### Call center hours:

- Monday–Friday 8am–6pm
- Saturday 8am–2pm

### Consumers Energy

#### Web:

1. Visit: <https://www.consumersenergy.com/>
2. Log in
3. Go to billing history
4. Print or save this information

#### Phone:

1. Call 1-800-477-5050
2. Say "home" when the menu prompts you to do so
3. Say "billing" when prompted
4. Ask for your billing history

#### Call center hours:

- Monday–Friday 7am–6pm
- Saturday 8am–2pm