



## Representative Payee Program

Welcome to the Wyoming Guardianship Corporation Representative Payee Program (WGCRPP). We look forward to assisting you in managing your Social Security Benefit. Your check will be automatically deposited into the WGCRPP pooled checking account each month. From your funds, we will pay rent, food, utilities, pharmaceutical bills, and any other bills that have been agreed upon by you and your representative payee.

In order to participate in our program, we would like you to look over and sign the enclosed services agreement, and consent for release of information. This release will assist us in working with bill collectors you may be in contact with, as well as work with telephone companies, cable companies, etc. It is not a medical release, and does not allow us access to any of your medical information.

After WGCRPP is appointed by the Social Security Administration to serve as your payee, we will contact you to set up a budget for your funds. Your account will be entered into our computer, and we will keep track of all expenses. The Representative Payee program will send quarterly reports to you (or your guardian or POA). We will also be reporting to Social Security on a regular basis.

Please list any current bills you may have on the attached sheet so that we can begin the budget process. Thank you for your cooperation, and we look forward to working with you.

Sincerely,

Charla Ricciardi, Director  
WGC Financial Management Services