



## 2025 Decatur Police Department Santa Cops Program

### Registration Instructions

Thank you for applying to the 2025 Santa Cops Program hosted by the Decatur Police Department.

### ✓ ELIGIBILITY REQUIREMENTS:

- You **MUST** be a resident of Decatur, TX to apply.
  - You do not have to live inside city limits.
  - However, you **must**:
    - Have a Decatur address, OR
    - Your child must be enrolled in a Decatur ISD (DISD) campus — proof of enrollment is required if you live outside the city.
- If you are receiving assistance from another local outreach organization, your application will not be fulfilled.

### ■ REQUIRED DOCUMENTS (Must be submitted with your application):

#### 1. Proof of Income & Dependents

- A copy of the first page of your 2024 tax return showing:
  - Your name and address
  - Dependents
  - Social Security Numbers
  - Income
- If you've had a recent job loss, include:
  - Verification of unemployment, food stamps, utility assistance, etc.
  - AND write a note in the blanks provided on the last page of the form explaining your situation.
- If applicable, also provide proof of any additional income:
  - Child support
  - Unemployment benefits, etc.

#### 2. Proof of Residency

- A copy of your Electric, Water, or Phone bill showing:
  - Your name (or spouse's name)
  - Physical Decatur address
- If you've recently moved and do not have a bill yet:
  - Provide a rental or lease agreement as verification of address.

***All information provided to the Decatur Police Department Santa Cops program is furnished voluntarily and is not subject to the privacy expectations. By submitting an application, a family waives such privacy laws and expectations. The Decatur Santa Cops Program reserves the right to verify the information of the application with public records and third parties. The application and sup information must be copies (not originals). All applications will be destroyed after the December season.***

### 3. Proof of School Enrollment (*ONLY if you live outside Decatur*)

- A current document proving your child is enrolled in a Decatur ISD campus.

#### ✦ REMINDERS:

- Incomplete applications will not be processed.
- All required documents must be turned in at the time you submit your application.

#### 📌 IMPORTANT NOTES – PLEASE READ BEFORE COMPLETING YOUR APPLICATION:

1. **Eligible Children:**  
The Santa Cops Program assists children from **Newborn to 17 years old** only.
2. **Residency Requirement:**  
You **MUST** be a **resident of Decatur** *OR* your child must be **enrolled in a Decatur ISD (DISD) school**.
3. **Application Deadline:**  
All applications are **due by November 21, 2025**. Late submissions will **not** be accepted.
4. **Notification Date:**  
You will be contacted **by phone** regarding the status of your application **no later than December 1, 2025**.

#### 📌 APPLICATION INSTRUCTIONS:

- **Complete ALL sections** of the application.  
**Incomplete forms will NOT be accepted or fulfilled.**
- All information provided will be **verified by our agency** for accuracy and eligibility.
- If you have any questions, please contact:
  - **Royce Gastineau** or **Ashley Dobyns**
  - 📞 (940) 393-0300

#### 📌 IMPORTANT DEADLINES:

- **Application Deadline:**  
**Friday, November 21, 2025, by 5:00 PM**  
*(No late applications will be accepted — no exceptions)*
- **Notification of Status:**  
You will be contacted **by phone by December 1, 2025** with the status of your application.

#### 🕒 Application Drop-Off:

- The **Decatur Police Department located at 1601 S. Church, Decatur TX 76234** is open **24hrs/7days a week** you may submit your application **any time, day or night**, prior to the deadline.



## 👮 2025 Decatur Police Department Santa Cops Program

### 👤👤👤👤 Application Form

**Please print clearly or type. All fields must be completed. Incomplete forms will not be accepted.**

### 👤 Parent/Guardian Information

**Parent's Names:** \_\_\_\_\_

**Mother's Date of Birth:** \_\_\_ / \_\_\_ / \_\_\_\_

**Father's Date of Birth:** \_\_\_ / \_\_\_ / \_\_\_\_

### 🏠 Home Address

<b>Physical Address:</b>	<b>City:</b>	<b>Zip:</b>
<b>Mailing Address (if different):</b>	<b>City:</b>	<b>Zip:</b>

### 📞 Contact Information

<b>Home Phone:</b>	<b>Cell Phone:</b>
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### 💼 Employment & Income Information

<b>Mother's Place of Work:</b>	<b>City:</b>	<b>Yearly Income (Mother):</b>
<b>Father's Place of Work:</b>	<b>City:</b>	<b>Yearly Income (Father):</b>

**On the next page, please list each child in your household who is Newborn-17 years old.**

**Include their age, sex, clothing/shoe sizes - if needed, and any items they NEED and items they WISH for this Christmas.**



*Santa*  
**COPS**  
DECATUR

<b>Child's Name:</b>	<b>Sex:</b>	<b>Age:</b>
<b>Shirt Size:</b>	<b>Pant Size:</b>	<b>Shoe Size:</b>
<b>Needed Items:</b>		
<b>Wish List:</b>		

<b>Child's Name:</b>	<b>Sex:</b>	<b>Age:</b>
<b>Shirt Size:</b>	<b>Pant Size:</b>	<b>Shoe Size:</b>
<b>Needed Items:</b>		
<b>Wish List:</b>		

<b>Child's Name:</b>	<b>Sex:</b>	<b>Age:</b>
<b>Shirt Size:</b>	<b>Pant Size:</b>	<b>Shoe Size:</b>
<b>Needed Items:</b>		
<b>Wish List:</b>		



*Santa*  
**COPS**  
DECATUR

<b>Child's Name:</b>	<b>Sex:</b>	<b>Age:</b>
<b>Shirt Size:</b>	<b>Pant Size:</b>	<b>Shoe Size:</b>
<b>Needed Items:</b>		
<b>Wish List:</b>		

<b>Child's Name:</b>	<b>Sex:</b>	<b>Age:</b>
<b>Shirt Size:</b>	<b>Pant Size:</b>	<b>Shoe Size:</b>
<b>Needed Items:</b>		
<b>Wish List:</b>		

<b>Child's Name:</b>	<b>Sex:</b>	<b>Age:</b>
<b>Shirt Size:</b>	<b>Pant Size:</b>	<b>Shoe Size:</b>
<b>Needed Items:</b>		
<b>Wish List:</b>		