

IMPORTANT: NEXT STEPS TO FINISH YOUR FOOD STAMPS APPLICATION

You're almost finished! Your application has been submitted to your local County Assistance Office.

Before you can receive benefits you must:

1. COMPLETE AN INTERVIEW WITH A CASE WORKER.

A case worker should contact you to schedule an interview. This can be done in-person or over the phone. You may receive a letter in the mail with the time and date of your interview, or you may just receive a call from a case worker. If you do not hear from your case worker in two weeks, call and tell them: "I need to schedule an interview for my food stamp application."

Ask for this information when you speak to a case worker:

- The name of the case worker: _____
- Your case worker's phone number: _____
- Your Record Number": _____
- "Do you have all the documents you need from me?"
- "Can you mail me my EBT card?"

2. MAKE SURE THE LOCAL COUNTY ASSISTANCE OFFICE HAS ALL OF YOUR DOCUMENTS

Review the checklist that came with this form to see if you are still missing any documents. You can mail, fax or drop off your documents to the local County Assistance Office. If you drop them off, make sure you ask for a receipt.

The local County Assistance Office must help you get your documents! If you do not have a required document, you may be able to use a "collateral contact." A collateral contact is someone who can give reliable information about you, such as an employer, a neighbor, a landlord, or a social service agency.

Note: You may get a letter saying you are not eligible for "expedited" benefits. This is not a food stamp denial letter. Make sure to complete the steps above. You should hear a response from your local County Assistance Office within 30 days.

IF YOU NEED ANY HELP, PLEASE LET US KNOW!

We are here to help! Call BenePhilly at 1-800-236-2194 if you have any questions.