

Application Guidelines for the Basic Food Program:

We at the Family Food Hotline suggest the following to speed up the Basic Food (Food Stamps) application process:

First, complete the DSHS Application for Benefits and return to your local Community Services Office (CSO). They will process your application and set an appointment for you. You may request a phone interview if it is difficult for you to get to the office.

Return Application to:

After about 3 business days, call the CSO to ask when your appointment is.

Bring the following documents to your DSHS appointment (or include with your application):

- Proof of income for the last 30 days (pay stubs, letter from employer stating gross pay, verification of Social Security Benefits/Disability, child support, etc)
- Photo ID
- Copy of Social Security Card (for each person in the household who has one)
- Proof of dependent care costs (child care, daycare, babysitter receipts)
- Copy of rental/lease agreement or mortgage
- Copy of utility bill (proof of residence)
- Proof of medical expenses, if any (doctors' bills, pharmacy receipts)

If you have questions, please call **1-888-4-FOOD-WA (1-888-436-6392)** or visit www.familyfoodhotline.org

