

A Checklist to Help You Get Your NJ SNAP Benefits

Check off the information that applies to you and bring original documents. We will copy them.

You must prove who you say you are. List everyone in your household, even if you are not applying for them. For the household Members included in this application, one of the following must be provided:

- □ Birth Certificate □ Driver's License
- □ Old Food Stamp ID
- School Photo ID
- Work Photo ID
- You must provide a Social Security Number for all household members included in this application.
- You must prove where you live (unless you are homeless). For example, you must bring:
 Current rent receipt (with landlord's name and phone number, your mailing address, and amount of rent)
 - □ Current rental assistance (HUD) agreement
 - Current mortgage statement and/or tax bill
 - □ Current lease
- If you are not able to work, for medical reasons, you must provide a doctor's note.
- If you are not a U.S. citizen, you must provide a current I-94 or current I-551 (green card).
- Resources: In most cases, we do not count resources unless you receive income from them. You must provide records, statements or proof of their current value: Bank account (savings/checking)
 - □ Recreational Vehicle(s) such as a boat or motor home
 - □ Savings bond
 - □ Trust fund
 - □ Money in a credit union
 - Christmas Club
- Income: You must verify the source, amount and how often you receive it.

□ **Earned Income:** your pay stubs for the prior month, showing gross wages and deductions. If you are self-employed, use last year's tax records.

□ Unearned Income:

- \Box Copy of award letter for pension or VA
- \Box Copy of interest statement from bank savings account
- $\hfill\square$ Letter from employer stating amount of private disability
- Child Support copy of court order or letter from absent parent
- □ Signed/dated letter from provider of any money you receive on a regular basis

Expenses: What you pay each month.

- Rent receipt
- □ Mortgage statement
- □ Property Taxes
- □ Home Owner's Insurance (if not included in your mortgage)
- Gas/Electric bill
- Phone bill
- □ Water/Sewer bill
- Coal/Wood/Oil bills
- Medical Bills (those you pay on a regular basis):
 - This information is needed only for those people over age 60 or people who are disabled.
- Child Care: If you are paying for child care so you can work, go to job training or look for a job, you need a signed and dated letter from your child care provider with the following information:
 - □ Name of child care provider
 - □ Hourly fee
 - □ Number of hours per week they provide child care
- Child Support: If you are under a court order to pay child support and you are paying it, you need proof of the following: Who you pay
 - □ Child(ren)'s name(s)
 - Court order number

To apply, contact your County Board of Social Services. (See listing on reverse side.)

Remember: Bring Original Documents! NJ SNAP Information Line: 1-800-687-9512 www.njsnap.org



New Jersey Department of Human Services, Division of Family Development

NJ County Boards of Social Services



Atlantic County Department of Family and Community Development 1333 Atlantic Avenue Atlantic City, New Jersey 08401-8297 (609) 348-3001	Gloucester County Board of Social Services 400 Hollydell Dr. Sewell, NJ 08080 (856) 582-9200	Ocean County Board of Social Services 1027 Hooper Ave., PO Box 547 Toms River, NJ 08754-0547 (732) 349-1500
Bergen County Board of Social Services 216 Route 17 North Rochelle Park, NJ 07662-3300 (201) 368-4200	Hudson County Dept of Family Services Division of Welfare 257 Cornelison Ave. Jersey City, NJ 07302 (201) 420-3000 ext. 1-2278	Passaic County Board of Social Services 80 Hamilton St. Paterson, NJ 07505-2060 (973) 881-0100
Burlington County Board of Social Services Human Services Facility 795 Woodlane Rd. Mount Holly, NJ 08060-3335 (609) 261-1000	Hunterdon County Division of Social Services Community Services Center 6 Gauntt Place, PO Box 2900 Flemington, NJ 08822-2900 (908) 788-1300	Salem County Board of Social Services 147 South Virginia Ave. Penns Grove, NJ 08069-1797 (856) 299-7200
Camden County Board of Social Services Aletha R. Wright Administration Building 600 Market St. Camden, NJ 08102-8800 (856) 225-8800	Mercer County Board of Social Services 200 Wolverton St., PO Box 1450 Trenton, NJ 08650-2099 (609) 989-4320	Somerset County Board of Social Services 73 East High St., PO Box 936 Somerville, NJ 08876-0936 (908) 526-8800
Cape May County Board of Social Services Social Services Building 4005 Route 9 South Rio Grande, NJ 08242-1911 (609) 886-6200	Middlesex County Board of Social Services 181 How Lane, PO Box 509 New Brunswick, NJ 08903 (732) 745-3500	Sussex County Division of Social Services 83 Spring St., Ste 203 PO Box 936 Newton, NJ 07860 (973) 383-3600
Cumberland County Board of Social Services 275 N. Delsea Dr. Vineland, NJ 08360 (856) 691-4600	Monmouth County Division of Social Services Kozloski Rd., PO Box 3000 Freehold, NJ 07728 (732) 431-6000	Union County Division of Social Services 342 Westminster Ave. Elizabeth, NJ 07208-3290 (908) 965-2700
Essex County Department of Citizen Services Division of Welfare 18 Rector St., 9th floor Newark, NJ 07102 (973) 733-3000	Morris County Division of Employment and Temporary Assistance Program Services 340 W. Hanover Ave. Morristown, NJ 07963 (973) 326-7800	Warren County Division of Temporary Assistance and Social Services Court House Annex Second & Hardwick Sts., PO Box 3000 Belvidere, NJ 07823-3000 (908) 475-6301

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USDA, Director Office of Civil Rights Room 326-W, Whitten Building 1400 Independence Ave. SW Washington, DC 20250-9410 or call: (202) 720-5954 (voice and TDD)