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:

- Copy of award letter for pension or VA
- Copy of interest statement from bank savings account
- 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 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!

www.njsnap.org

New Jersey Department of Human Services, Division of Family Development
# NJ County Boards of Social Services

<table>
<thead>
<tr>
<th>County</th>
<th>Address</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Atlantic County</td>
<td>1333 Atlantic Avenue Atlantic City, New Jersey 08401</td>
<td>(609) 348-3001</td>
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<tr>
<td>Gloucester County</td>
<td>400 Hollydell Drive Sewell, NJ 08080 (856) 582-9200</td>
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<tr>
<td>Ocean County</td>
<td>1027 Hooper Avenue, PO Box 547 Toms River, NJ 08754 (732) 349-1500</td>
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<tr>
<td>Bergen County</td>
<td>218 Route 17 North Rochelle Park, NJ 07662 (201) 368-4200</td>
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<tr>
<td>Hudson County</td>
<td>257 Cornelison Avenue Jersey City, NJ 07302 (201) 420-3000</td>
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<tr>
<td>Passaic County</td>
<td>80 Hamilton Street Paterson, NJ 07505 (973) 881-0100</td>
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<tr>
<td>Burlington County</td>
<td>Human Services Facility 795 Woodlane Road Mount Holly, NJ 08060 (609) 261-1000</td>
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<tr>
<td>Hunterdon County</td>
<td>Community Services Center 6 Gauntt Place, PO Box 2900 Flemington, NJ 08822 (908) 788-1300</td>
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<tr>
<td>Salem County</td>
<td>147 South Virginia Avenue Penns Grove, NJ 08069 (856) 299-7200</td>
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<tr>
<td>Camden County</td>
<td>Aletha R. Wright Administration Building 600 Market Street Camden, NJ 08102 (856) 225-8800</td>
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<tr>
<td>Mercer County</td>
<td>200 Wolverton Street, PO Box 1450 Trenton, NJ 08650 (609) 989-4320</td>
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<tr>
<td>Somerset County</td>
<td>73 East High Street, PO Box 936 Somerville, NJ 08876 (908) 526-8800</td>
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<tr>
<td>Cape May County</td>
<td>Social Services Building 4005 Route 9 South Rio Grande, NJ 08242 (609) 886-6200</td>
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<tr>
<td>Middlesex County</td>
<td>181 How Lane, PO Box 509 New Brunswick, NJ 08903 (732) 745-3500</td>
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<tr>
<td>Sussex County</td>
<td>83 Spring Street, Suite 218 PO Box 936 Newton, NJ 07860 (973) 383-3600</td>
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<tr>
<td>Cumberland County</td>
<td>275 North Delsea Drive Vineland, NJ 08360 (856) 691-4600</td>
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<tr>
<td>Monmouth County</td>
<td>3000 Kozloski Road, PO Box 3000 Freehold, NJ 07728 (732) 431-6000</td>
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<tr>
<td>Warren County</td>
<td>342 Westminster Avenue Elizabeth, NJ 07208 (908) 965-2700</td>
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<tr>
<td>Essex County</td>
<td>18 Rector Street, 9th Floor Newark, NJ 07102 (973) 733-3000</td>
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<tr>
<td>Morris County</td>
<td>340 West Hanover Avenue Mornimont, NJ 07963 (973) 326-7800</td>
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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)

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