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 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
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<th>NJ County</th>
<th>Boards of Social Services</th>
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| 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 Cornellison 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 |
| 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 |
| 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 |

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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)