

**FOOD STAMPS - REQUEST FOR CONTACT/MISSED INTERVIEW**

NOTICE DATE:		NAME AND ADDRESS OF AGENCY/CENTER OR DISTRICT OFFICE		
CASE NUMBER	CIN NUMBER	CASE NAME (And C/O Name if Present) AND ADDRESS		
		GENERAL PHONE NO. FOR QUESTIONS OR HELP _____		
		OR Agency Conference _____		
		Record Access _____		
		Legal Assistance information _____		
OFFICE NO.	UNIT NO.	WORKER NO.	UNIT OR WORKER NAME	PHONE NO.

In order for us to see if you can get or continue to get food stamp benefits, please see the checked (☑) box below:

1.  **REQUEST FOR CONTACT**

We recently received information about a change in your household. In order for us to make sure you can still get food stamp benefits, we need the following:

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In order for us to make sure you can still get food stamp benefits, we need you to contact us by \_\_\_\_\_ to provide the information/documentation requested above.

**If you do not contact us by this date, your food stamp benefits may be reduced or stopped.**

This decision is based on 18 NYCRR 387.17.

2.  **MISSED INTERVIEW - APPLICATION**

You recently applied for food stamp benefits. In order for us to see if you can get food stamp benefits, you must be interviewed. You were scheduled for an interview on \_\_\_\_\_, but you missed that interview.

**You must be interviewed, or you will be denied food stamp benefits.**

Please call us at \_\_\_\_\_ to set up another interview.

This decision is based on 18 NYCRR 387.7.

3.  **MISSED INTERVIEW - RECERTIFICATION**

We recently told you that you must apply if you want continued food stamp benefits. In order for us to see if you can continue to get food stamp benefits, you must be interviewed. You were scheduled for an interview on \_\_\_\_\_, but you missed that interview.

**You must be interviewed, or your food stamp benefits will be discontinued as of \_\_\_\_\_.**

Please call us at \_\_\_\_\_ to set up another interview.

This decision is based on 18 NYCRR 387.7.

**NOTE:** You have the right to request that the Food Stamp in-office interview be waived in hardship situations. Hardship generally includes, but is not limited to, illness, transportation difficulties, care of a household member, hardship due to residency in a rural area, prolonged severe weather, or work or training hours that prevent you from coming in during regular office hours.

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