

**CAO NAME AND ADDRESS**

--

**CASE IDENTIFICATION**

CO	RECORD NUMBER	CAT	CSLD	DIST
RECORD NAME				DATE

**NOTICE OF EXPIRATION OF CERTIFICATION****YOUR ELIGIBILITY TO RECEIVE SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) BENEFITS ENDS**

To prevent delay or discontinuance of your benefits, **you must participate in a telephone interview by calling the phone number listed** at a time convenient for you during normal business hours (Monday through Friday, 8:00 AM - 4:30 PM). Please call no later than the date shown.

Please Call

No Later Than

If you do not have access to a telephone, please reach out to the county assistance office (CAO) listed above to arrange a face-to-face interview. You must give full cooperation and provide necessary verification within 10 calendar days after requested by your SNAP worker.

**FAILURE TO COMPLY WITH THIS NOTICE OF EXPIRATION OF BENEFITS MAY RESULT IN LOSS OF YOUR SNAP BENEFITS.**

SNAP regulations require that at a minimum you submit to the county assistance office by the fifteenth (15th) of \_\_\_\_\_ a signed SNAP application form which has a readable name and address. You must also be interviewed and be found eligible if you wish your benefits to continue without interruption.

An application form may be obtained at the county assistance office shown on the top of this notice and returned in person or through mail. An application will be accepted with a legible name, address and signature. You may fill out the application form yourself, have it filled out by someone you choose, or you may request that your SNAP worker fill it out for you.

If for some good reason you are unable to do what is required in this notice but the county assistance office does not feel you had a good reason for not complying and your benefits are interrupted, you have the right to a fair hearing. Ask your county assistance worker for assistance in filing your appeal.

**If all members of your household are now receiving Supplemental Security Income (SSI) or plan to apply for SSI you may reapply for SNAP at the social security office instead of filing your application at the SNAP office. If you choose to do this, the social security office must also receive your application by the interview date shown above. They will send it on to the SNAP office for recertification processing.**

**If your benefits are closed, you may still reapply for SNAP through the SNAP office. You will be sent a separate interview notice. If you would rather be seen in the SNAP office, this may be arranged by calling your SNAP worker for an appointment.**

PKT: \_\_\_\_\_

NOTICE ID \_\_\_\_\_

**CLIENT NAME AND ADDRESS**

--



**pennsylvania**  
DEPARTMENT OF HUMAN SERVICES