

VERIFICATION INFORMATION FOR FREE AND REDUCED PRICE MEALS

FOOD STAMP/VA TANF HOUSEHOLDS: If you get food stamps or VA TANF for your child, you only have to provide information that shows your household is now receiving them. No other information is required. This information can be:

- ✓ **Food stamp or VA TANF certification notice** showing the beginning and ending dates of the certification period.
- ✓ **Letter from the food stamp or welfare office** stating that you now get food stamps or VA TANF.

If your child was approved for free meals because you put a food stamp or VA TANF case number on your child's application but you no longer get food stamps or VA TANF for your child and want to continue benefits: (1) complete another application with income information for everyone in your household, (2) write the name and the social security number of each adult household member on the application or on another piece of paper, and (3) send pay stubs or other papers that show your current income.

HOUSEHOLDS THAT DO NOT GET FOOD STAMPS OR VA TANF: If you do not get food stamps or VA TANF for your child, (1) write the name and social security number for each adult household member on the enclosed sheet and (2) send copies of information or papers that show your household's current income. Current income is the amount of money your household received last month.

The papers you send in must show: (1) the amount of the income received, (2) the name of the person who received it, (3) the date the income was received, and (4) how often the income is received.

To show the amount of money your household received last month, send copies of the following:

- ✓ Earnings/wages/salary for each job:
 - Current paycheck stub that shows how often it is received
 - Current pay envelope that shows how often it is received
 - Letter from employer stating gross wages paid and how often they are paid
 - Business or farming papers, such as ledger or tax books
- ✓ Social security /pensions/retirement:
 - Social security retirement benefit letter
 - Statement of benefits received
 - Pension award notice
- ✓ Unemployment compensation/disability or worker's compensation:
 - Notice of eligibility from State employment security office
 - Check stub
 - Letter from worker's compensation
- ✓ Welfare payments (VA TANF, General Assistance):
 - Benefit letter from welfare agency
- ✓ Child support/alimony:
 - Court decree, agreement, or copies of checks received
- ✓ All other income: If you have other forms of income (such as rental income) send information or papers that show the amount of income received, how often it is received, and the date received.
- ✓ No income: If you have no income, send a brief note explaining how you provide food, clothing, and housing for your household, and when you expect an income.

If you have any questions, or need help deciding what information to send, please call:

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(phone number)