

7 Steps

to
Texas
Emergency SNAP
Food Benefits

1. Print out the application. Look over all the information to make sure it is correct.

2. Sign and date the application on the first page.

3. Fax your application and a copy of your photo ID to:
1-877-HHSC-TEX or 1-877-447-2839

Or take your application and documents to your local benefits office. Benefit offices are open Monday through Friday from 8 a.m. to 8 p.m. Call 2-1-1 or click "Find an office" on <http://www.yourtexasbenefits.com> to find the location nearest to you.

4. If you fax the application, a caseworker will call you by the end of the next work day to set up an interview appointment at your local HHSC benefits office. You may request a telephone interview if it is a hardship for you or your spouse to attend an in-person interview.

5. If your family is eligible for emergency SNAP benefits, you will receive a notice with instructions on how to start using your benefits by the end of the next work day after you submit the application.

6. In order to continue receiving SNAP benefits, you will be requested to submit additional documentation about the income, resources, and expenses of people in your household. The caseworker will let you know how soon this information must be provided and what information is required.

7. *Re-certification:* At the end of your certification period, HHSC will send you information about how you can continue receiving benefits.