

Case Name: \_\_\_\_\_

NOTICE: C021

Case Number: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

TITLE: PHONE RECERTIFICATION APPOINTMENT NOTICE \_\_\_\_\_

DEAR \_\_\_\_\_:

IT IS TIME FOR YOUR SNAP (FORMERLY KNOWN AS THE FOOD STAMP PROGRAM)  
CASE TO BE REVIEWED TO SEE IF YOU ARE STILL ELIGIBLE FOR BENEFITS.  
YOUR INTERVIEW FOR THIS REVIEW WILL BE COMPLETED OVER THE TELEPHONE.  
YOU WILL NOT NEED TO COME TO THE DSS OFFICE. IF YOU HAVE PROVIDED  
THE NAME OF AN AUTHORIZED REPRESENTATIVE TO YOUR CASEWORKER, THAT  
AUTHORIZED REPRESENTATIVE MAY COMPLETE THE TELEPHONE INTERVIEW FOR  
YOU.

YOU MUST CONTACT THE OFFICE TO SCHEDULE A FACE-TO-FACE INTERVIEW IF  
YOU:

- DO NOT HAVE A PHONE, A PHONE IN SERVICE, OR ACCESS TO A PHONE  
TO USE FOR THE INTERVIEW, OR
- IF YOU ARE UNABLE TO COMPLETE A PHONE INTERVIEW.

YOU HAVE BEEN SCHEDULED A PHONE INTERVIEW WITH \_\_\_\_\_  
ON \_\_\_\_\_ BETWEEN \_\_\_\_\_ AND \_\_\_\_\_. YOUR  
CASEWORKER WILL CALL \_\_\_\_\_. THIS IS THE PHONE NUMBER LISTED IN  
YOUR DSS FILE WHERE YOU CAN BE REACHED. IT IS YOUR RESPONSIBILITY TO  
MAKE SURE WE HAVE YOUR CORRECT PHONE NUMBER. IF YOU CANNOT COMPLETE  
THIS INTERVIEW, PLEASE CALL \_\_\_\_\_ RIGHT AWAY TO  
RESCHEDULE.

FAILURE TO COMPLETE AN INTERVIEW MAY CAUSE YOUR BENEFITS TO BE DELAYED  
OR STOPPED. IF YOU HAVE ANY QUESTIONS, OR NEED TO CONTACT YOUR DSS  
OFFICE REGARDING THIS NOTICE, CALL \_\_\_\_\_.