

## Required Documentation for a SNAP Application

Identity	<u>One of these</u>	<u>Two of these</u>
	Photo ID Driver's License US Passport Naturalization Certificate Hospital/Doctor's Records Adoption Papers	Statement from another person Validated Social Security number Birth/Baptismal Certificate
Residence	<u>One of these</u>	<u>Two of these</u>
	Statement from landlord Current rent receipt or lease Mortgage records	Statement from another person Current mail School records
<b>Earned Income</b>	<u>One of these:</u>	
From an Employer	Current pay stubs Pay envelopes On letterhead, rate of pay per hour, hours worked per week, date of first pay if new, and employer's phone number Contract with employer	
From Self-Employment	Business Records Tax Records Records and related materials concerning self-employment earnings and expenses Current income tax return Current contribution check	
From Rent or Room/ Board	Statement from roomer, boarder, tenant Income tax records	
<b>Unearned Income</b>	<u>One of these:</u>	
Child Support	Statement from Family Court Statement from person paying support Check stubs Current award certificate Current benefit check	
Unemployment Insurance Benefits	Official correspondence from NYS Department of Labor	
Social Security Benefits	Current award certificate Current benefit check	

	Official correspondence from the SSA
Veteran's Benefits	Official Correspondence from the VA Current benefit check Current award letter
Worker's Compensation	Award Letter Check stub
Education Grants and Loans	Statement from school Statement from bank Award Letter
Private Pension/Royalties	Statement from bank or credit union Statement from broker/agent
Other	Current award letter Current benefit check Official correspondence from source of income
Shelter Expenses (not required for medical assistance cases)	<u>One of these:</u> Current rent receipt (if shared and in another's name, please provide a statement from that person signed, dated, and with a current phone number) Current lease Mortgage book/records Property and school tax records Landlord statement Sewer and water bills Homeowner's Insurance records Fuel bills Non-heating utility bills Telephone bills
Medical Expenses	Bills Proof of medical expenses for the last 12 months Copays Prescription expenses Insurance premiums Travel miles
Health Insurance	Insurance Policy Insurance Card Statement from provider of coverage Medicare card
Disabled/Incapacitated	Statement from a medical professional

/Pregnant                      Proof of SSI or SSD benefits

**Referral**

Other Expenses/              Court order  
Dependent Care Costs      Statement from day care center or other child care provider  
   Statement from aide or attendant  
   Cancelled checks or receipts

Day Care Expenses              Signed statement from provider with amount, frequency, and phone number  
   Day Care Assistance Unit can provide paperwork if there is an active case

**Resources**

Bank Accounts                  Current bank records  
   Checking, savings, retirement (IRA and KEOGH)  
   Current credit union records

Stocks, Bonds,                  Stock certificate  
Certificates                      Bonds  
   Statement from financial institution

Life Insurance                  Insurance Policy  
   Statement from insurance company

Burial Trust or fund              Burial plot or funeral agreement  
   Bank records  
   Burial Agreement  
   Burial plot deed  
   Statement from funeral director

Income tax refund or              Tax refund  
Earned Income Tax              Statement from tax office  
Credit

Real estate                      Deed  
(Other than Residence)      Statement from real estate broker  
   Appraisal/estimate of current value by broker

Motor vehicle                      Registration (older models)  
   Title of ownership  
   Appraisal of current value by dealer  
   Financing data

Lump Sum payment              Statement from source of payment  
   Lump sum check