

SNAP and Families First Verification Checklist

The verifications below are needed at the interview to timely process your case.

Below we have listed some information that may need to be verified before your application can be completed. We've listed some of the papers you can use as proof. There may be other kinds of proof you can use.

To verify your identity

- Driver's license
- School or work identification
- Voter's registration card
- Birth certificate
- Passport
- Resident Alien Card
- I-94 Card

To verify your address

- Property tax statement
- Homeowners or renters insurance
- Current utility bills
- Rent or mortgage receipts showing address
- Mail sent to the stated address

To verify your income (provide a document for each income source)

- Check stubs
- Award letters
- Employer statement (if you get paid in cash or if you do not have your check stubs)
- Social Security, Supplemental Security Income, or Veteran's Benefits
- Other Retirement or Disability Benefits
- Unemployment compensation
- W-2 forms

To verify your citizenship or alien status

- Immigration and Naturalization Documents
- Birth certificate
- US passport
- Certificate of US citizenship

To verify your resources

- Bank statements for checking/savings accounts
- Stock shares, bonds, and/or CDs
- Proof of rental properties
- Titles for non-household transportation and Recreational vehicles
- Titles for vehicles (Families First Only)

To verify your expenses (SNAP Only)

- Rent or mortgage payments
- Property taxes
- Insurance on property
- Utility receipts (gas, water, electricity, etc.)
- Child care costs
- Child support payments

Medical expenses not covered by insurance (SNAP only deduction for households of elderly, age 60+, or disabled persons)

- Summary of provided services such as doctor or hospital visits
- Detailed receipts showing unreimbursed medical expenses
- Prescription ledger showing the cost of prescriptions on the printout
- Medical payment agreement
- Invoices or receipts for medical equipment (including the rental cost)

Other Verifications (Families First Only)

- Age (e.g., birth certificate)
- School attendance/grades
- Immunizations and health checks

Need to report a change? Have Questions? Need help? The Family Assistance Service Center (FASC) is here to help Monday-Friday 8 a.m. to 4:30 p.m. CST. Call the FASC: 1-866-311-4287