# Next steps after applying for Basic Food:

## Complete an interview with DSHS within 30 days of applying:

In Person: DSHS Community Service Office 4101 Meridian St., Bellingham Monday – Friday, 8am – 2pm

or

**By phone:** DSHS Customer Service 1-877-501-2233 Monday – Friday, 8am – 2pm

### Submit any required documentation:

Bring relevant documents to your interview, or fax or mail them to DSHS\*: Choose one or more of each type of document as relevant

#### **Proof of Identity**

- Driver's License/State ID
- Work or school ID card
- Health ID card
- US Passport
- Other

#### Citizenship /Alien Status

- Social Security # for all household members
- Documentation Status letter

#### Earned Income

- Pay stubs (3-6 months)
- Employer statement
- Income Tax forms
- Self-employment bookkeeping records

#### **Residency & Expenses**

- Lease agreement
- Rent/mortgage papers
- Statement of shared living arrangement
- Utility bills

### **Fax to:** 1-888-338-7410

Fax & copy assistance available at Opportunity Council **Mail to:** DSHS CSD PO Box 11699 Tacoma, WA 98411

## **Un-Earned Income**Social Security Letter

- Child Support Agreement
- Unemployment Stubs
- Bank Statement
- Income Tax forms

#### **Medical Expenses**

Senior/Disables only

- Medical bills/receipts
- Repayment agreement
- Medicare card showing Part B coverage

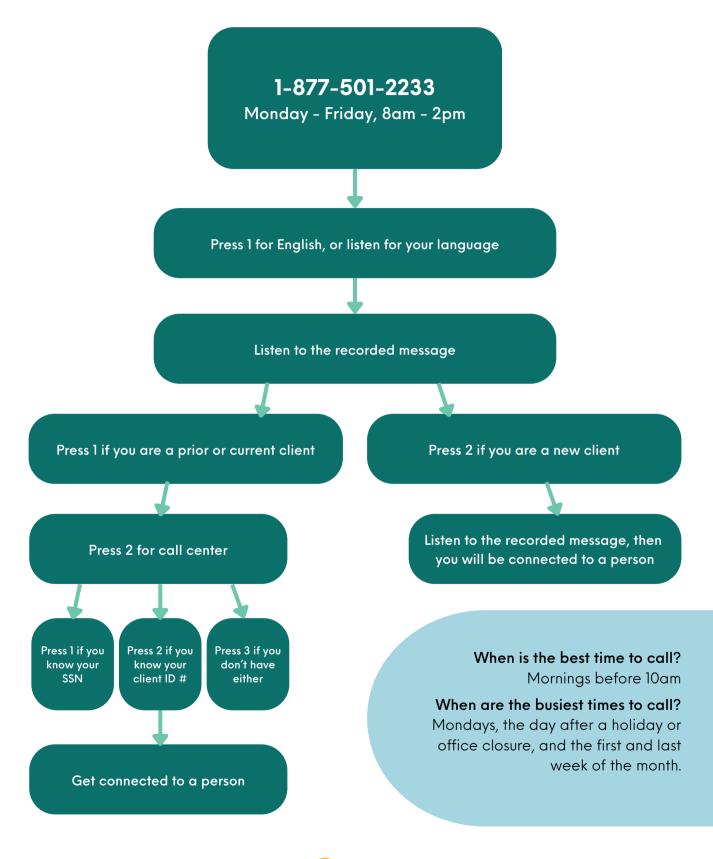
\*Do not send original documents to DSHS, you will not get them back.





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# **Navigating DSHS Customer Service Line**



opportunity council



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