



**(281) 912-3054**

12808 West Airport Blvd Sugar Land, TX 77498

## **Income Eligibility Form Instructions** (Homes)

If you are one who is required to submit the Income Eligibility Form (IEF) note the following instructions. When filling out the Income Eligibility Form (IEF) be advised it must be filled out completely and accurately to be accepted by Child Food Program of Texas. Missing information could/will affect your qualifying outcome.

### **Requirements to be completed on the form are:**

\*List ALL household members and check the box for those with no income.

\*(If Applies) For any foster children in the household, check the box next to the child. The supporting foster paperwork for the child MUST be turned into Child Food Program of Texas in order for the child to officially be classified as a foster child.

### **Those using Food Stamps to qualify:**

\*Supply the EDG Food Stamp Number

The case number nor the card number cannot/ will not be accepted and will affect your qualifying outcome.

\*Printed name and signature along with the date, full address and phone number MUST be completed for the document to be accepted.

### **Those using Income to qualify:**

\*ALL household members with income MUST be listed stating their income and how often.

\*List the last 4 digits of your Social Security Number. Without the supporting 4 digits of your social, it will void the document and effect your qualifying outcome.

\*Printed name and signature along with the date, full address and phone number MUST be completed for the document to be accepted.

These forms are due in our office by:

If you have any questions, please contact us at: **(281) 912-3054**