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**FOOD STAMP CERTIFICATION  
ELIGIBILITY REQUIREMENTS  
Residence**

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**FS 215 Residence  
Change #1-2006  
April 1, 2006**

**215.01 RESIDENCE REQUIREMENT**

The food stamp unit (FSU) must live in the county in which it makes an application for the Food Stamp Program. Unless the individual is a resident of a shelter for battered women and children as defined in Section 210, Household Concept, an individual **cannot participate** as a member of more than one FSU or in more than one state or county in any month or any part of a month.

**215.02 VERIFICATION**

Verify residency at initial application and whenever the household reports a change of residence.

Verify residency in conjunction with the verification of other information such as, but not limited to, all shelter expenses (mortgage payments, utility bills, etc.), household size/composition, and identity.

If residency cannot be verified in conjunction with other verifications, use a collateral contact or other documentary evidence.

- A. Accept any document that reasonably establishes the applicant's residency.
- B. Do not require any specific type of document.
- C. Do not impose any durational requirement.

**215.03 DOCUMENTATION**

Document the verification on the application form.

**215.04 ADDRESS**

The application contains a place to include a mailing address and directions to the home. If the mailing address is a numbered street address, directions to the home are not required. If the mailing address is a post office box or a rural route box, write directions to the home on the application form.

**215.05 MOVE BY THE FSU WITHIN THE STATE**

When a FSU moves to another county within the State, take the following steps.

- A. Terminate the case without Notice of Adverse Action unless the household is a Semi-Annual Recertification (SR) household or a Transitional Food Stamp (TFS) household. Refer to Food Stamp Certification Manual Section 450.05 and 550.04.
- B. Send the DSS-8632, Notice of Termination, to advise the FSU to apply in the "new" county if it wishes to continue to participate in the program. The household may continue to use their EBT card.

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**215.06            MOVE BY THE FSU OUT OF THE STATE**

When a FSU moves out of the state, take the following steps.

- A.        Terminate the FSU without Notice of Adverse Action.
- B.        Provide the FSU with a DSS-8632, Notice of Termination, which indicates the date benefits were last received in North Carolina.
- C.        Advise the FSU to contact the appropriate Food Stamp Office in the new state.
- D.        The FSU may use their EBT card in the other state if the new state s EBT System can accept a North Carolina EBT card.