



How Do You Submit a SNAP Interim Report?

There are many options to submit a completed SNAP Interim Report and verifications to CJFS.



What is an Interim Report?

Your Interim Report lets us know if there are any changes to your case.

You must report any changes in Step 1 and/or Step 2 and submit proof.

Even if there is no change, you still need to complete Step 2.

Examples of changes include:



New Address



New job or change in income



Rent/Mortgage amount or insurance costs



Changes in household members



If you reported a new address, provide verification of the expenses at your new address.

WAYS TO SUBMIT YOUR INTERIM REPORT



ONLINE

Ohio Benefits Self-Service Portal
www.benefits.ohio.gov



FAX

216-987-7700



MAIL

Cuyahoga Job and Family Services
1641 Payne Avenue
Cleveland, OH 44114



SECURE DROP BOXES

- Virgil E. Brown - 1641 Payne Ave.
- Quincy Place - 8111 Quincy Ave.
- Jane Edna Hunter - 3955 Euclid Ave.



LOCAL LIBRARIES

Fax for free by visiting any branch

- Cleveland Public Library
- Cuyahoga County Library
- Shaker Heights Public Library



SNAP Interim reports **cannot** be completed over the phone.



Interim Report information is available on the CJFS website at:
<https://go.cuyahogacounty.gov/SNAPInterimReport>



Dept. of Health and Human Services
Cuyahoga Job and Family Services

