

GENERAL INFORMATION SYSTEM
DIVISION: Employment & Transitional Supports

June 6, 2007

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TO: Commissioners; TA & FS Directors; WMS Coordinators; CAP/TOP Coordinators; HEAP Coordinators

FROM: Russell Sykes, Deputy Commissioner, Division of Employment & Transitional Supports

SUBJECT: Delayed Mailing of LDSS-4310 Periodic Reports to Six-Month Reporting Food Stamp Households

EFFECTIVE DATE: June 5, 2007

CONTACT PERSON: Food Stamp Bureau @ 1-800-343-8859, ext. 3-1469

Due to the extraordinarily high volume of special notices generated and mailed by OTDA to inform New York State's EBT cardholders that they will no longer be able to call the EBT Customer Service Hotline from payphones, the Periodic Reports (LDSS-4310) for June that normally would have been mailed on Monday, May 28th were not mailed until Monday, June 4th. Food Stamp households receiving these Periodic Reports normally would be required to return them to their local district office on or about the 11th of June. **However, due to the delay in mailing the reports, households will not be required to return them until Monday, June 18th. No action should be taken against households who have not returned a Periodic Report until after June 18th.**