

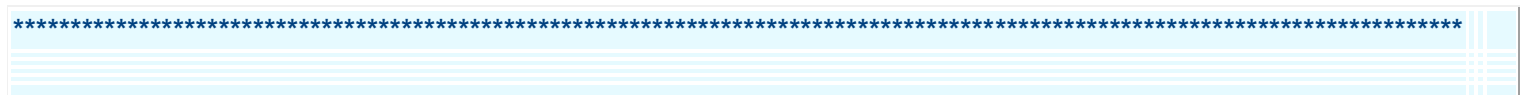
Department of Social and Health Services  
Olympia, Washington  
**EAZ Manual**

Revision # 910  
Category Filing an Application  
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**Summary**

Edited Clarifying Information for WAC 388-406-0010 #2 to clarify the difference between a request for benefits and an application.

See below for edited text:



Clarifying Information - [WAC 388-406-0010](#)

**2. Application filing:**

A client has filed an application when we receive a **request for benefits at the local office**. This means the client can get benefits from this date if all other eligibility requirements are met AND they complete an **Application, Eligibility Review, or IID form**. We can't require clients to use a specific form to **request benefits**. Examples of typical requests for benefits include:

1. The ACES Request for Benefits (RFB);
2. ACES 3G Interactive Interview Declaration (IID);
3. The name, address, and signature on the [DSHS 14-001\(X\) Application for Benefits](#) form;
4. The name, address, and signature on the [DSHS 14-078\(X\) Eligibility Review](#) form; or

5. **Part 1** of the online application.
6. Another form of written request that includes a name, address, and signature.

**EXAMPLE** Bob sends a letter requesting Basic Food benefits and we receive it on October 1st. We send Bob an interview letter and he calls for an interview on October 7th. We pend his Basic Food for a completed IID which he returns on October 15th. Bob meets all eligibility requirements. His Basic Food starts October 1st.

**NOTE** We can't require the use of a specific form to request benefits. But we do require that clients complete an Application for Benefits, Eligibility Review, or IID form to complete their application. These forms contain information we must provide to our clients according to federal and state law.