

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Agency/Department Name]
[Agency Address]
[City, State, Zip Code]

Subject: Request for Food Stamp Review

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request a review of my food stamp benefits due to [briefly explain the reason for the review request, e.g., a change in financial situation, error in previous assessment, etc.].

My case number is [Your Case Number], and I have been receiving assistance since [Date You Started Receiving Benefits]. I believe that a review is warranted due to [provide more details about your situation, including any relevant dates, amounts, or circumstances].

I appreciate your attention to this matter and look forward to your prompt response. Kindly inform me about the next steps in the review process.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]