



# How to use the Electronic Signature

**When applying for**



**Food Stamps**



**Cash Assistance (TANF)**



**Health Coverage**

**You may sign your online application electronically!**

## **Step 1: Apply on the Internet**

- Go to [www.in.gov/fssa](http://www.in.gov/fssa), click the button that looks like this:
- Click on the county where you live
- Click the "Apply for Food Stamps, Health Coverage and/or Cash Assistance" link
- Make sure the pop-up blocker on your computer is turned off. In Internet Explorer, go to [www.ifcem.com](http://www.ifcem.com) and click Tools ⇒ Pop-Up Blocker ⇒ Turn off pop-up blocker.

*NOTE: Before starting your application, you may click the "EZ Screening" link to see if you may be eligible for benefits. Then, you may apply for benefits.*

## **Step 2: Sign your application electronically**

- After you finish the application, click this button:
- Your application will not be valid unless it is signed either electronically or on paper.

*NOTE: If you do not want to use the electronic signature, you may print, complete and sign your application on paper, and turn it in using one of the ways listed in Step 3.*

## **Step 3: Turn in or send in your documents**

Use a Document Coversheet to turn in **copies** of documents we need from you.

- FAX to 1-800-403-0864, OR
- Mail to the FSSA Service Center, PO Box 1810, Marion, IN 46952, OR
- Give to a worker at your local FSSA Division of Family Resources office

**Questions? Call 1-800-403-0864**