

Commodity Supplemental Food Program  
**Temporary Certification**

**You have been certified to receive food through the Commodity Supplemental Food Program on a temporary basis.**

**Participant Information**

Name	Signature	Date	
Address		Area Code and phone number	ZIP code

**Certification Dates**

Your certification begins on \_\_\_\_\_  
Date

and ends on \_\_\_\_\_  
Date

At that time, you might 1) receive a temporary certification extension, 2) be certified for a period not to exceed three (3) years, or 3) be placed back on the wait list.

*If you disagree with this determination, you have the right to an appeal.  
Inform the food bank or site that you want to appeal.*

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g. Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling, (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

(1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or

(2) fax: (833) 256-1665 or  
(202) 690-7442; or

(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

**This institution is an equal opportunity provider.**

**CE or Site Information**

Name	Signature	Date	
Address		Area code and phone number	ZIP code