

District Direct Mobile Application

How to Request Proof of Benefits

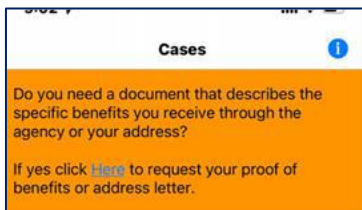
PROCEDURE

How to Request Proof of Benefits in the District Direct Mobile App

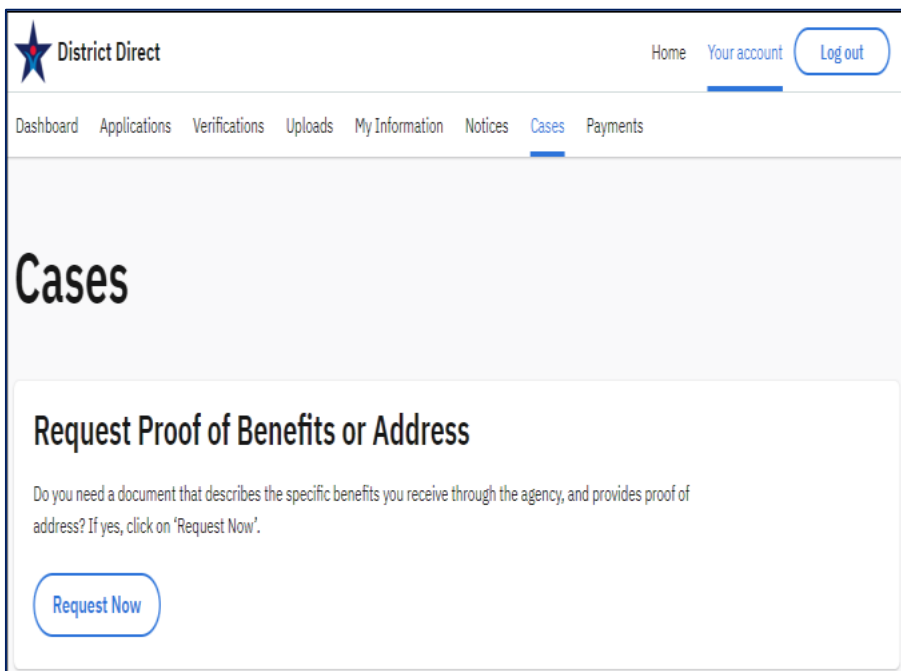
Overview: District residents who are the Primary Applicant and have their District Direct account connected to their benefits case can now request proof of their benefits on the District Direct Mobile Application from the "Cases Screen" by selecting the option to "Request Proof of Benefits or Address" then clicking the link "Request Now."

STEP-BY-STEP:

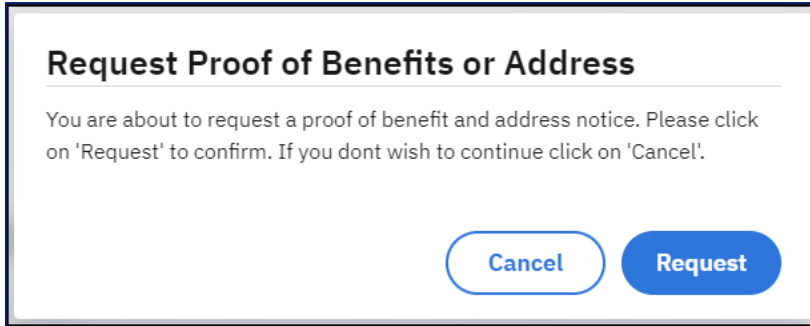
1. From the Cases screen, click **Here**.



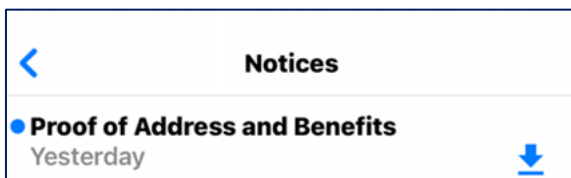
2. Click the **Request Now** button.



3. Once complete, click the **Request** button.



4. You can view or download the document on the District Direct Mobile App **Notices** screen.



5. Sample of customer's notice:

