



# Proxy Consent Form

**Please Complete (TEFAP) Emergency Food Assistance Program Beneficiary Information Below**

Beneficiary Name \_\_\_\_\_

Address \_\_\_\_\_

City and Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

I hereby designate: \_\_\_\_\_ (Name of Proxy)  
First Last

To serve as my proxy to sign required documents, and pick-up my food benefits from the following agency:

\_\_\_\_\_  
Name of Agency City

**I understand that I take full responsibility for the actions of my proxy. I will inform him or her of the proper procedures when acting on my behalf. My signature declares my continued eligibility for food benefits.**

\_\_\_\_\_  
Beneficiary Signature Date

\_\_\_\_\_  
Proxy Signature Date

**Agency Use Only - Approved By:**

\_\_\_\_\_  
Print Name Signature Date

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To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](http://www.ascr.usda.gov/complaint_filing_cust.html), (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. Send your completed form or letter to us by mail at U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights; 1400 Independence Avenue, SW; Washington, D.C. 20250-9410. By fax: (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

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