



DELAWARE HEALTH AND SOCIAL SERVICES
DIVISION OF SOCIAL SERVICES

**Report Changes of: Income, Address, Birth of a Baby,
Household Expenses & Other Changes to:**

THE DSS CHANGE REPORT CENTER

P.O. BOX 3480
Wilmington, DE 19804
Phone: 302-571-4900
Fax: 302-571-4901

Hours to call: 8:00 A.M. – 4:30 P.M.

Write Your Case Number Here: _____

PLEASE DON'T SEND ORIGINALS.

Type of Change

- ❖ Address Changes
- ❖ Changes in Income
- ❖ Birth of a Baby
- ❖ Changes in Household Expenses
- ❖ Other Changes

Best Document

- Current Lease
- Current Pay Stubs or Statements
- Hospital Records
- Current Household Bills
- Contact Change Report Center

If you have any questions, please contact the Change Report Center at 302-571-4900 or fax to 302-571-4901.

**Please remember to include your case # on all documents
you send to your worker or the Call Center!**