

ELIGIBILITY GUIDELINES and ACCEPTABLE DOCUMENTS

(Please bring original or certified copies. No documents will be retained by auditors)

Dependent Type	Required Documents
<u>Spouse</u> Legally married husband or wife as defined by state law who is a US citizen or legal resident of the US	If married filing jointly – first page only of 2016 Federal Tax Return (1040, 1040A, 1040EZ, 8879, or 4868) or If married filing separately – first page only of 2016 Federal Tax Return <u>AND</u> Government issued marriage certificate (1040, 1040A, 2040EZ, 8870, or 4868)
<u>Domestic Partnership</u> **Partners as confirmed by state	California Certificate of Domestic Partnership issued by the Secretary of State. **Same sex or one or both of the persons are over 62 years of age**
<u>Child – Biological</u> Direct biological descendants under age 26	Government-issued birth certificate
<u>Child – Step</u> Direct biological descendants from a spouses' prior family under the age of 26	Government-issued birth certificate <u>AND</u> marriage certificate or equivalent of child's biological parent. or Government-issued birth certificate <u>AND</u> first page only of 2016 Federal Tax Return (1040, 1040A, 1040EZ, 8879, or 4868)
<u>Child – Adopted</u> Legally adopted children under the age of 26	Government-issued adoption certificate <u>AND</u> government-issued birth certificate or Foreign adoption approved by the INS or legal adoption documents from foreign country <u>AND</u> home government-issued birth certificate
<u>Child – Guardianship</u> Persons under the age of 18 from whom you have legal guardianship	First page only of 2016 Federal Tax Return (1040, 1040A, 1040EZ, 8879 or 4868) <u>AND</u> court order of legal guardianship
<u>Child – Disabled</u> Disabled children over the age of 26 for whom you have the legal responsibility to care	Letter from health care provider or doctor specifying the diagnosis and how the condition prevents the dependent from working/attending school full time <u>AND</u> child documentation (Biological/Step/Adopted/Guardianship) or Notice of disability determination from the Social Security Administration <u>AND</u> child documentation (Biological/Step/Adopted/Guardianship)

Dependents Eligible for Coverage

Spouse	Child - Adopted
Domestic Partner	Child - Guardianship
Child – Biological	Child - Disabled
Child - Step	

Order today as it could take about 3-4 weeks to process and receive your requested item(s).

www.vitalchek.com

www.usbirthcertificate.net

www.sos.ca.gov/registries/domestic-partners-registry/