

Acceptable Documents to Verify Dependent Eligibility

Check the box of the required documents for review.

PLEASE SUBMIT COPIES ONLY & BLACK OUT ALL SOCIAL SECURITY NUMBERS & FINANCIAL INFORMATION

Eligible Dependent Type	Choose one document from column "A" AND one document from column "B"	
	A	B
Legal Spouse OR Domestic Partner	<input type="checkbox"/> Government-issued Marriage Certificate <input type="checkbox"/> Registered Certificate of Domestic Partnership issued by the State of California	<input type="checkbox"/> Federal Tax Return ¹ (first page and signature page ²) <input type="checkbox"/> State Tax Return ¹ (first page and signature page ²) <input type="checkbox"/> IRS Transcript <input type="checkbox"/> Joint Bank Statement (within 2 months) <input type="checkbox"/> Joint Credit Card Statement (within 2 months) <input type="checkbox"/> One utility bill listing both employee and spouse (within 2 months) <input type="checkbox"/> Two separate utility bills, one listing the employee and one listing the spouse (within 2 months) <input type="checkbox"/> Life Insurance Policy with spouse as Primary Beneficiary (within 6 months) <input type="checkbox"/> Car Insurance Policy card (within 6 months) ¹ Tax Forms must be filed within the past two years, showing filing status as married filing joint or married filing separate ² If you submitted electronically filed tax returns, you MUST submit first page of taxes and a copy of signature (transmission) page/e-file confirmation page.
Child Biological or Adopted (under the age of 26)	<input type="checkbox"/> Government-issued Birth Certificate <input type="checkbox"/> Consular Report of Birth Abroad (CRBA) <input type="checkbox"/> Court Order of Legal Custody <input type="checkbox"/> National Medical Support Notice <input type="checkbox"/> Government-issued Adoption Certificate/Order <input type="checkbox"/> Legal adoption documents approved by INS or from foreign country	<p>*** No Additional Documents Required ***</p> <p>All foreign documents must be translated by a certified translator according to the UCSIS guidelines.</p>
Stepchild (under the age of 26)	<input type="checkbox"/> Child documentation	<input type="checkbox"/> Legal spouse documentation
Legal Guardianship (under the age of 18)	<input type="checkbox"/> Child documentation	<input type="checkbox"/> Court Order of Legal Guardianship
Disabled Child (over the age of 26)	<input type="checkbox"/> Child documentation	<input type="checkbox"/> Medical Certification from health care provider (within 6 months) <input type="checkbox"/> Notice of disability determination from the Social Security Administration

The VEBA Administrator may request additional documentation supporting eligibility.