



# DEPENDENT ELIGIBILITY

## Definitions and Required Documents



TYPE OF DEPENDENT	DEFINITION	REQUIRED DOCUMENT(S) FOR VERIFICATION
<b>Spouse</b>	A person to whom the participant is legally married	<p>You will need to provide a document proving marital relationship <b>AND</b> one document from the additional documents list below:</p> <p><b>Proof of Marital Relationship</b></p> <ul style="list-style-type: none"> <li>Government issued marriage certificate or license</li> <li>Naturalization papers indicating marital status</li> </ul> <p><b>Additional Documents</b></p> <ul style="list-style-type: none"> <li>Bank Statement issued within the last six months with both names; <b>or</b></li> <li>Mortgage Statement issued within the last six months with both names; <b>or</b></li> <li>Residential Lease Agreement within the current terms with both names; <b>or</b></li> <li>Credit Card Statement issued within the last six months with both names; <b>or</b></li> <li>Property Tax Statement issued within the last 12 months with both names; <b>or</b></li> <li>The first page of most recent Federal Tax Return filed showing “married filing jointly” or “married filing separately” with the name of the spouse provided thereon, submit page 1 of the return with the income figures blacked out</li> </ul> <p><b>If just married in the previous 12 months, only a marriage certificate is needed for proof of eligibility</b></p>
<b>Natural (biological) child under age 26</b>	A natural (biological) child	<p>The child’s birth certificate (will accept mother’s copy for newborn); <b>or</b></p> <p>Certificate of Report of Birth (DS-1350); <b>or</b></p> <p>Consular Report of Birth Abroad of a Citizen of the United States of America (FS-240); <b>or</b></p> <p>Certification of Birth Abroad (FS-545)</p>
<b>Adopted child under age 26</b>	A child the participant has adopted or is in the process of legally adopting	<p>Final court order granting adoption; <b>or</b></p> <p>International adoption papers from country of adoption; <b>or</b></p> <p>Court order placing child in custody of member for purpose of adoption</p>
<b>Child under age 18 for whom the participant is legal guardian</b>	A child under age 18 for whom the participant is the legal guardian	Court order appointing the member a guardian of the child, requiring financial support of the child, mandating insurance coverage of the child, and stating the length of the guardianship
<b>Stepchild under age 26</b>	A stepchild	Verification of marriage between employee and spouse (as outlined above) and birth certificate of the child showing the relationship to the spouse, or documents determined by BA to be the legal equivalent
<b>Disabled dependent</b>	A dependent of any age (who falls under one of the categories previously listed) and due to a mental or physical disability, is unable to earn a living. The dependent’s disability must have begun before age 26 and while covered under a state-sponsored plan.	<p>Certificate of Incapacitation for Dependent Child form must be submitted prior to the dependent’s 26th birthday.</p> <p>The insurance carrier will review the form, make a determination, and provide BA with documentation once a determination has been made. If approved for incapacity, the child will continue the same coverage.</p>

**Never send original documents. Please mark out or black out any social security numbers and any personal financial information on the copies of your documents BEFORE you return them.**

