

Acceptable Documentation

Postmark and mail copies of documents to:

Nestlé Benefits Service Center
 DEPT: NES
 P.O. BOX 981903
 EL PASO, TX 79998

TYPE OF DEPENDENT	ACCEPTABLE DOCUMENTATION
<p>Spouse/Same Sex Spouse</p>	<p><input type="checkbox"/> Government-issued Marriage Certificate: If married within the last 12 months, employee only needs to submit marriage certificate OR <input type="checkbox"/> Both Participant and Spouses Driver's Licenses OR <input type="checkbox"/> Federal or State Tax Return within the last two tax years (NOTE: To maintain confidentiality, please black out SSN and financial information)</p> <ul style="list-style-type: none"> • If married filing separately, spouse's name must appear on form <p><u>AND</u> If Submitting Marriage Certificate or Driver's License (One of the following*):</p> <p><input type="checkbox"/> Mortgage Statement, Credit Card Statement, Bank Statement or Utility Bill from the last 3 months <input type="checkbox"/> Rental/Lease Agreement or Property Tax Statement from the last 12 months <input type="checkbox"/> Active Auto Insurance Policy</p> <p>*All must include both names or two separate documents with each name and matching addresses.</p>
<p>Domestic Partner</p>	<p><input type="checkbox"/> Affidavit of Domestic Partnership (notarized)</p> <p><u>AND</u> (one of the following*)</p> <p><input type="checkbox"/> Both Participant and Domestic Partner Driver's Licenses:</p> <ul style="list-style-type: none"> • Each license must contain same residential address; <p>OR</p> <p><input type="checkbox"/> Affidavit of Legal Tax Dependency (notarized)</p> <p>OR</p> <p><input type="checkbox"/> Mortgage Statement, Credit Card Statement, Bank Statement or Utility Bill from the last 3 months* <input type="checkbox"/> Rental/Lease Agreement or Property Tax Statement from the last 12 months <input type="checkbox"/> Active Auto Insurance Policy</p> <p>*All must include both names or two separate documents with each name and matching addresses.</p>

TYPE OF DEPENDENT**ACCEPTABLE DOCUMENTATION****Child of the Employee, Spouse or Domestic Partner**

- Birth Certificate
 - OR
 - Federal or State Tax Return within the last two tax years (1040 Form, e-File Confirmation Page, Tax Preparer's Summary, Federal Return Recap or Teleflex)
(NOTE: To maintain confidentiality, please black out SSN and financial information.)
 - OR
 - Hospital Birth Record
 - OR
 - Naturalization Certificate or Consular Report of Birth Abroad:
 - Signature of authorizing official
 - Department of State seal
 - OR
 - Paternity Test
 - OR
 - Filed Divorce Decree, Court Child Support Order, Adoption Paperwork, or Legal Guardianship Court Order with Statement of responsibility for health coverage (notarized)
- AND IF submitting documentation for Domestic Partner Child:
- Nestlé Dependent Child Affidavit (notarized)
- AND IF submitting documentation for Step Child *(only needed if spouse is not on file or has not previously completed dependent verification for coverage)*:
- Government-issued Marriage Certificate
- IF Submitting documentation for Legal Guardianship:
- Legal Guardianship Court Order
- AND (one of the following)
- Federal or State Tax Return within the last two tax years
 - OR
 - Nestlé Guardianship Affidavit
 - Please note that in the event of a dependent verification audit or during the next annual enrollment period, you may be required to provide further documentation to verify your legal guardianship