



Bridging The Gap For The Uninsured

## Enrollment Application Checklist— Important Documents You'll Need

**FREE enrollment assistance** is available from Cover Jacksonville Enrollment Assisters, who will guide you through the application process and ensure your kids get connected to the coverage they need.

**Before you meet with an Enrollment Assister** or begin an application, please review the **Application Checklist** below, and gather all required documents that apply to your family's situation. *You will need to have all documentation with you to complete your enrollment application.* Call 2-1-1 for additional information.

### Enrollment Application Checklist

- Your **Photo ID**
- Copy of **Birth Certificate** for each child
- If not a US Citizen**, copy of proof of resident alien status/green card (front and back) or Refugee letter
- Copy of **Social Security Cards** for all members in application (or date card applied for)
- Total household income**, with **proof of income** for each parent to include:
  - Last 4 week's pay stubs OR
  - Most recent federal tax return OR
  - Most recent W-2
  - Child support court order, if applicable
- If job was lost in the last 30 days**, date that employment and income stopped and amount earned during last 4 weeks. *(Nothing required outside of 60 days)*
- If self-employed**, bring letter showing income and expenses from last month or most recent personal and business tax returns (1099 Form/current Federal Income Tax Return)
- Copy of award letter, if receiving any of the following: **SSI, SSA, Worker's Compensation or Unemployment Income**

Cover Jacksonville

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Jacksonville  
Children's  
Commission

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