



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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