

| <i>Dependent</i> | <i>Acceptable Documentation</i> |
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| Spouse | <ul style="list-style-type: none"> ■ Marriage license or certificate AND ■ Copy of Page 1 of your most recent federal tax return (Form 1040) listing name of spouse and filing status as “Married” (Box 2 or 3) |
| Same-Sex Domestic Partner | <ul style="list-style-type: none"> ■ Certificate of Domestic Partnership Form AND ■ Documentation showing interdependence (see form) |
| Dependent Child | |
| Unmarried child younger than 19 | <ul style="list-style-type: none"> ■ Birth certificate OR ■ Copy of Page 1 of your most recent federal tax return (Form 1040) listing the child as a dependent |
| Unmarried child younger than 23 who is a full-time student at a post-secondary school (<i>does not include correspondence school or Internet-only courses</i>) | <ul style="list-style-type: none"> ■ Copy of transcript on school stationery AND ■ Copy of your most recent federal tax return (Form 1040) listing the child as a dependent |
| Unmarried disabled child of any age | <ul style="list-style-type: none"> ■ Determination of disability or physician’s certification AND ■ Copy of Page 1 of your most recent federal tax return (Form 1040) listing the child as a dependent |
| Stepchild who lives with you and/or whom you claim as a dependent | <ul style="list-style-type: none"> ■ Copy of your spouse’s divorce decree AND EITHER ■ Copy of Page 1 of your most recent federal tax return (Form 1040) listing the child as a dependent OR ■ Proof of residency for dependents in first grade and older (a letter from their school on school letterhead stating address on record during year(s) in question) |
| Foster child | <ul style="list-style-type: none"> ■ Paperwork from authorized placement agency OR ■ Court order showing placement with you |
| Adopted child | <ul style="list-style-type: none"> ■ Copy of Page 1 of your most recent federal tax return (Form 1040) listing the child as a dependent |
| Child placed with you for adoption | <ul style="list-style-type: none"> ■ Paperwork from authorized placement agency OR ■ Court order showing placement with you |
| Child for whom you must provide health coverage by court order | <ul style="list-style-type: none"> ■ Qualified Medical Child Support Order OR ■ Other court or administrative order requiring you or your spouse to provide coverage |
| Child who lives with you and depends on you for support, provided you have legal custody | <ul style="list-style-type: none"> ■ Copy of Page 1 of your most recent federal tax return (Form 1040) listing the child as a dependent OR ■ Proof of residency for dependents in first grade and older (a letter from their school on school letterhead stating address on record during year(s) in question) |

Where to Obtain Records

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| <p>Pennsylvania Department of Health Division of Vital Records 101 S. Mercer St. P.O. Box 1528 New Castle, PA 16101 (877) PA-HEALTH www.dsf.health.state.pa.us/health Click on “Get Pennsylvania Birth & Death Certificates” at the top. You will also find links to addresses and phone numbers of all Pennsylvania county courthouses.</p> | <p>NJ Dept of Health & Senior Services Bureau of Vital Statistics P.O. Box 370 Trenton, NJ 08625-0370 (609) 292-4087 www.state.nj.us/health/vital/nongenealogical.shtml To obtain copies of birth certificates, marriage records, and domestic partnership records.</p> | <p>Delaware Office of Vital Statistics Jesse S. Cooper Building 417 Federal Street Dover, DE 19901 (302) 744-4549 www.delaware.gov In the “One-Click Search” section in the middle of the page, click on “birth certificates” for information on obtaining copies of birth and marriage certificates.</p> |
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Before copying page 1 of your most recent tax return:

- Before submitting a copy of Page 1 of Form 1040, black out the first 5 digits of all Social Security numbers.
- To avoid sending income information, black out those figures **OR** copy only the top half of the form.