



Checklist for a Complete Application

Please Note: An incomplete application cannot be processed and will delay your consideration for assistance

Photocopies to Include With Your Application

- Your **Insurance Card(s)** front and back
- If you have been working with a Reimbursement Support Agency, include a copy of your **Statement of Benefits**
- Verification of Income** for you and your spouse
 - Signed Copy of your most recent US Federal Income Tax Return (IRS Form 1040, 1040A, 1040EZ) and all Schedules

For Individuals who did not file an Income Tax Return last year, you must submit:

- A copy of your most recent Social Security/Disability Award Letter, Benefit Statement or monthly check
- A copy of your most recent paycheck/pension stub
- A copy of your Unemployment Check or Benefit Notification
- A **full** copy of both you **and** your spouses most recent **Checking Account Statement**

Make Sure That

- All **Application Steps are completed** before mailing
- You are in contact with your Doctor to verify that he/she has completed the **Physician Verification Application** and returned it
- You make a **photocopy of your completed application for your records**
- You **sign and date** the **Consent Information Page** found at the back of the Application