



City of Dallas 2010



Employee Enrollment Period

Dates are as follows

September 8th thru October 30th, 2009

Documents Required at Open Enrollment for all Insured



Type of Eligible Dependent	Required Documentation
<p>Spouse Person of opposite gender</p> 	<ul style="list-style-type: none"> -Copy of marriage license, and -Copy of Social Security Card, and -Date of Birth <p>-If Common-Law-Marriage applies, please provide the common-law form* and copies of documentation showing that you and your spouse have lived together for at least six months (provide two documents from list below). Examples include copies of:</p> <ul style="list-style-type: none"> -Lease or deed naming both partners -Joint checking account statement -Utility bills and/or Credit accounts -Will and or life insurance policies
<p>Domestic Partner Person of same gender</p> 	<ul style="list-style-type: none"> -Domestic Partner registration and copies of documentation showing that you and your partner have lived together for at least six months (provide two documents from list below). Examples include copies of: -Lease or deed naming both partners -Joint checking account statement -Utility bills and/or Credit accounts -Will and or life insurance policies -Copy of Social Security Card, and -Date of Birth
<p>Dependent Child Child who is unmarried, under age 25 and is the biological child, legally adopted child, or stepchild of you and/or your spouse, domestic or common law partner</p>	<ul style="list-style-type: none"> -Copy of birth certificate showing you as a parent, or -Copy of adoption agreement, or -Copy of court custody or guardianship documents, or -Copy of the portion of the divorce degree showing the dependent, or -Copy Qualified Medical Court Support Order (QMCSO), and -Copy of Social Security Card