



Bridging The Gap For The Uninsured

Application Checklist — Important Documents You'll Need

Free enrollment assistance is available. Call **630-CITY** to schedule an appointment with a trained Application Assistor, or to find out more about Florida affordable coverage for children 0-18 through Florida KidCare.

Please review the **Application Checklist** below, and gather all documents that apply to your family's situation. You will need a copy of each document at the time of your child's enrollment.

Application Checklist

- Photo ID** (only needed for children 16 and older)
- 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 or Visa or Passport
- 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
- 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**, a *signed and dated* letter showing income and expenses from last month or most recent personal and business tax returns (1099 Form/Federal Income Tax Return)
- Copy of award letter, if receiving any of the following: **Social Security Administration, Alimony Court Order or Unemployment Income**