NINTH JUDICIAL COURT EMPLOYEES ASSOCIATION WELFARE FUND **ENROLLMENT FORM** PLEASE COMPLETE, SIGN AND RETURN TO: NJDCEA WELFARE FUND. 222 BLOOMINGDALE ROAD #101 WHITE PLAINS, NY 10605 PHONE 1-914-949-8529 SECTION I MEMBER INFORMATION **SOCIAL SECURITY NUMBER** DATE OF BIRTH LAST NAME **FIRST NAME** MI PHONE **EMAIL ADDRESS** APT NO. CITY STATE GENDER: MALE FEMALE MARITAL STATUS: SINGLE MARRIED DIVORCED SEPARATED EMPLOYMENT IN THE NYS-OCA SYSTEM COMM3NCE DATE WORK LOCATION ☐ WESTCHER ☐ ROCKLAND EMPLOYMENT IN WESTCHESTER/ROCKLANDS COURT COMMENCE DATE JOB LOCATON ☐ COMBINED COURT ☐ LAW LIBRARY ☐ FAMILY COURT ☐ COMMISSIONER OF JURORS ☐ SURROGATES SECTION II SPOUSE INFORMATION-PLEASE ATTACH MARRIAGE CERTIFICATE LAST NAME DATE OF BIRTH **FIRST NAME** MI SOC SEC NO. IS SPOUSE EMPLOYED? YES NO IF YES EMPLOYER NAME:___ OPTICAL BENEFIT PROGRAM? ☐ YES ☐ NO DOES THIS EMPLOYER PROVIDE A **DENTAL** PROGRAM? ☐ YES ☐ NO IF YES. PLEASE PROVIDE NAME AND ADDRESS OF **INSURANCE COMPANY/ PLAN ADMINISTRATOR:** SECTION III DEPENDENT CHILD INFORMATION - PLEASE ATTACH BIRTH CERTIFICATE NAME DATE OF BIRTH DATE OF BIRTH SECTION IV MEMBER SIGNATURE I HEREBY CERTIFY THAT ALL THE INFORMATION PROVIDED ABOVE IS COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. UNDERSTAND THAT FAILURE TO PROVIDE COMPLETE AND ACCURATE INFORMATION MAY RESULT IN A DENIAL OR SUSPENSION OF BENEFITS. IN ADDITION, ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR FUND. FILES A STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME.

FOR OFFICE USE ONLY

VERIFICATION BY:_____ DATE:___/__/__ ELIGIBILITY START DATE:___/__/__

DATE:

MEMBER'S SIGNATURE:

Ninth Judicial District Court Employees Association Membership Application

I,	, residing at
(Full Name)	
(Full Street Address)	,
working in the Ninth Judicial District, in	County, in the following
title,	
do hereby	
Apply for membership in the Ninth Please Hand Deliver to a Union Direct Association:	Judicial District Court Employees Association. ctor/Officer or E-Mail to the President of the
	president@njdcea.org
provided by the Constitution and By-La authorization to the Association to repro- Office of Court Administration or any of	awn from my bi-weekly paycheck for membership dues as alws of the Association. This application shall serve as my esent me for collective bargaining purposes before the ther city or state agency before which such representation y revoke any authorization for collective bargaining on my may be implied from my membership in any other employee
5.1	Signature
Date:	Agency Code:
Date Employed:	Salary Grade:
Court Phone:	Court E-Mail:
Mobile Phone:	Home E-Mail:
	entered by

Form: 12/2020



THE GUARDIAN LIFE INSURANCE COMPANY OF AMERICA

Guardian Life, P.O. Box 14319, Lexington, KY 40512

Please print clearly and mark carefully.

Employer Name: Ninth Judicial District Court Employees Association	Group Plan Number: 00582041 Benefits Effective:
PLEASE CHECK APPROPRIATE BOX Initial Enrollment Re-Enrolln Increase Amount Family Status Change	nent Add Employee/Dependents Drop/Refuse Coverage Information Change
Class: n/a Division: n/a	Subtotal Code: (Please obtain this from your Employer)
About You: First, MI, Last Name:	Social Security Number XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
Address City	State Zip
Gender: M F Date of Birth (mm-dd-yy):	Phone: () -
Email Address: Are you married or do you Do you have children or o	u have a spouse? Yes No Date of marriage/union: uther dependents? Yes No Placement date of adopted child:
About Your Job: Job Title:	
Work Status:	
Active RenredX Cobra/State Continuation Date of full time h	hire: Annual Salary: \$
Basic Life Coverage: Benefit reductions apply. Please see plan administrator. Policy Amount Employee Only S50,000 The Guarantee Issue Amount is \$50,000.	Name your beneficiaries: (Primary beneficiary percentages must total 100%) Primary Beneficiaries: Name:Social Security Number:
If this Basic Life policy is intended to replace your existing life insurance poli	cy under your current employer, provide the amount of the previous policy $\frac{n}{a}$
Important Notes: Based on your plan benefits and age, you may be required to complete	an evidence of insurability form for Rasic Life
- based on your plan benefits and age, you may be required to complete	an evidence of insulability form for dasic life.

Signature

I understand that the premium amounts shown above are estimations and are for illustrative purposes only.

Submission of this form does not guarantee coverage. Among other things, coverage is contingent upon underwriting approval and meeting the applicable eligibility requirements as set forth in the applicable benefit booklet.

I understand that I must be actively at work or my elected coverage will not take effect until I have met the eligibility requirements (as defined in the benefit booklet.) This does not apply to eligible retirees.

I understand that if I waive coverage, I may not be eligible to enroll until the next open enrollment period. Late entrant penalties may apply. I understand that I may also have to provide, at my own expense, proof of each person's insurability. Guardian or its designee has the right to reject my request.

I understand that my coverage will not be effective until approved by Guardian or its designated underwriter.

I hereby apply for the group benefit(s) that I have chosen above.

I understand that I must meet eligibility requirements for all coverages that I have chosen above.

I agree that my employer may deduct premiums from my pay if they are required for the coverage I have chosen above.

I agree that my [employer] or my employer's designated administrator may deduct premiums from my pay apply premiums to my credit card or debit card add premiums to my dues withdraw premiums from my designated bank account, apply premiums to my credit or debit card if they are required for the coverage I have chosen.

I state that the information provided above is true and correct to the best of my knowledge.

Any person who with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially, false information, or conceals for purpose of misleading information concerning any fact material hereto, commits a fraudulent insurance act, which is a crime, and may also be subject to civil Penalties, or denial of insurance benefits (Does not apply to Life Insurance).

Receipt of accelerated death benefits may affect eligibility for public assistance programs and may be taxable. A discount is associated with the accelerated death benefits. A fee of up to \$250.00 will be required for the administrative cost of evaluating and processing Your application for this benefit.

The Policy permits the group Policyholder to change, reduce, restrict or terminate Your rights or benefits under the Policy without Your consent; and b) such change, reduction, restriction or termination may occur at a time when Your health status has changed and may affect Your ability to procure individual coverage. The state in which you reside may have a specific state fraud warning. Please refer to the attached Fraud Warning Statements page.

The laws of New York require the following statement appear: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation. (Does not apply to Life Insurance.)

The following section applies to these coverage(s):Basic Life

READ YOUR CERTIFICATE CAREFULLY, CERTAIN WAR RISKS ARE NOT ASSUMED. IN CASE OF ANY DOUBT, CONTACT YOUR COMPANY FOR FURTHER EXPLANATION.

The following section applies to these coverage(s): Accident Coverage, Specified Disease Coverage, Hospital Indemnity Coverage:

NOTICE TO CONSUMER: THIS COVERAGE IS A SUPPLEMENT TO HEALTH INSURANCE AND IS NOT A SUBSTITUTE FOR MAJOR MEDICAL COVERAGE. LACK OF MAJOR MEDICAL COVERAGE (OR OTHER MINIMUM ESSENTIAL COVERAGE) MAY RESULT IN AN ADDITIONAL PAYMENT WITH YOUR TAXES. ALSO, THE BENEFITS PROVIDED BY THIS POLICY CANNOT BE COORDINATED WITH THE BENEFITS PROVIDED BY OTHER COVERAGE. PLEASE REVIEW THE BENEFITS PROVIDED BY THIS POLICY CAREFULLY TO AVOID A DUPLICATION OF COVERAGE.

If you have questions about the benefits provided by this coverage, please contact us at 1-888-541-7846.

By my signature below, I affirmatively consent to receive electronic copies of applicable insurance related docu	ments, in lieu of paper copies, to the extent permitted by
applicable law. I understand that I may change my election by providing Guardian 30 days prior written notice.	I am opting out of receiving electronic copies of applicable
insurance related documents and I understand such documents will be mailed to me at the address provided.	

	•	
SIGNATURE OF EMPLOYEE X	DA	ATE
	_	

Enrollment Kit 00582041, 0001, EN

Fraud Warning Statements

The laws of several states require the following statements to appear on the enrollment form:

Alabama: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

Arizona: For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

Colorado: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policy holder or claimant for the purpose of defrauding or attempting to defraud the policy holder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

Connecticut, Iowa, Nebraska, and Oregon: Any person who knowingly, and with intent to defraud any insurance company or other person, files an application of insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto, may be guilty of a fraudulent insurance act, which may be a crime, and may also be subject to civil penalties.

Delaware, Indiana and Oklahoma: WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

District of Columbia: WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits, if false information materially related to a claim was provided by the applicant.

Florida: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

Kansas: Any person who knowingly, and with intent to defraud any insurance company or other person, files an application of insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto, may be guilty of insurance fraud as determined by a court of law.

Kentucky: Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

Louisiana and Texas: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit is guilty of a crime and may be subject to fines and confinements in state prison.

Maine, Tennessee and Washington: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

Maryland: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Rhode Island: Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or knowingly and willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Minnesota: A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

New Hampshire: Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in N.H. Rev. Stat. Ann. § 638:20

New Jersey: Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

New Mexico: Any person who knowingly presents a false or fraudulent claim for payment or a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties or denial of insurance benefits.

Ohio: Any person who with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

Pennsylvania: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Vermont: Any person who knowingly presents a false statement in an application for insurance may be guilty of a criminal offense and subject to penalties under state law.

Virginia: Any person who with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated state law.

Administrative Services Only, Inc Authorization Form Health Insurance Portability and Accountability Act (HIPAA)

303 Merrick Road, Suite 300, Lynbrook, NY 11563 Tel: (516) 396-5500 / (800) 537-1238 (outside NY) Fax: (516) 396-5553

I. Participant Information	(Please Print)
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LAST NAME	ME FIRST NAME		SOCIAL SEC			
ADDRESS	CITY		STATE			ZIP
DATE OF BIRTH	HOME TELEPHONE		WORK TE	ELEPHONE		
EMPLOYER						
II. Specific person/organization	n (or class of persons)	authoriz	zed to re	eceive ar	nd use t	he information
	ELATION TO PARTICIPANT	NAME			+	ON TO PARTICIPANT
1.		2.				
3.		4.				
5.		6.				
III. Specific description of the i	information: (dental cla	aim infor	mation,	etc.)	1	
IV. Right to revoke						
I understand that I have the right to Suite 300, Lynbrook, NY 11563. I un understand that any use or disclos revocation. I understand that after t redisclose it. I understand that I am	nderstand that the revocation oure made prior to the revelous information is disclose	on is only over cocation ured, federal	effective nder this law mig	after it is r authoriza ht not pro	eceived a	and logged by ASO. I not be affected by a
Signature	ature Date					
If a Personal Representative executhis form on the basis of:			arrants th	nat he or s	he has th	e authority to sign

APPLICATION FOR DOMESTIC PARTNER COVERAGE

- 1. Complete and Sign the **Application for Domestic Partner Coverage**. Please read each question carefully and print all required information. Be sure to answer all applicable questions. This will avoid delay in processing your application.
- 2. Complete and Sign the Affidavit of Domestic Partners
- 3. Complete and sign the **Declaration of Financial Interdependence**

Mail the completed application with proof of age for yourself and for your domestic partner along with the signed and executed affidavits to:

NJDCEA BENEFIT FUND

c/o Administrative Services Only, Inc. 303 Merrick Road, Suite 300, Lynbrook NY 11563,

PERSONAL DATA Participant Name:_____ Soc Sec No. _______ ___ City:______ St____ Zip:_____ Address: Date of Birth: (Attach proof of age) Telephone: Are you legally married? Yes Name of Domestic Partner: Date of Domestic Partner's Birth: (Attach proof of age) Domestic Partner's Soc Sec No. If your domestic partnership terminates, you must notify the Fund Office within 31 days of such termination by filing Statement of Termination of Spousal Equivalency. This Statement affirms that the spousal equivalency status is terminated as of its date of execution and that you have mailed a copy of this statement to your domestic partner. After such termination you must wait at least 12 months before applying for domestic partner coverage, unless it is for the same domestic partner. Coverage for your Domestic Partner begins the next Coverage Period after the Fund Office receives the Affidavit of Domestic Partner along with supporting information. If you lose health coverage due to a reduction in hours, you may continue to self-pay the premiums for yourself and your domestic partner for a period of time under the Plan's COBRA rules. COBRA coverage is not available to your domestic partner upon your death or the termination of your relationship Participant Signature Date

AFFIDAVIT OF DOMESTIC PARTNERS

Ι,		, am the domestic p	partner of	and			
You	ur Name		Participant's Name				
Ι,		_, am the domestic	partner ofYour Name				
Partici	pant's Name		Your Name				
We de	pose and declare as follo	ows:					
1.	We are both at least 18	years of age and m	entally competent to consent to cor	ntract;			
2.	We are each other's sol	e spousal equivaler	at and intend to remain so indefinite	ly;			
3.	 We are not related by blood closer than which would otherwise prohibit legal marriage in the state in which we legally reside; 						
4.	4. We have been living together on a continuous basis for twelve months prior to the date of this affidavit and intend to live together indefinitely;						
5.	We are committed to ea expenses; and	ach other's common	welfare and are mutually responsib	le for basic living			
6.	Please check which app	olies					
	☐ We have registered a copy of our registr	•	s in our municipality (and we have a	attached			
	Or						
	☐We live in	, whei	re there is no domestic partner regis	stry			
			ation of Financial Independence).				
7.	participant within the me wages (subject to withher	eaning of the Interna olding, FICA and FL Ninth Judicial Distric	of that the domestic partner is fina al Revenue Code Section 152, the b JTA) in the amount of the value of s t Court Employees Association Ben affidavit.	penefits will be taxable as uch coverage.			
Print N	lame		Print Name				
Signat	ure		Signature				
On this	s day	of	,				
came_ persor	ns described above, who	and executed the forego	to me oing statement before me under oat	known to be the h.			
Notary	Public		Date				

DECLARATION OF FINANCIAL INTERDEPENDENCE

We, the undersigned domestic partners, are financial We submit the following two (2) items of proof interdependence: We jointly appear as co-tenants on the lease for (Lease with both names)	that may provide evidence sufficient to show financial
□ We jointly own our residence. (Deed or other sale/transfer document with be Partner as joint obligors for a common residence).	oth names, mortgage naming the participant and Domestic nt)
We have a joint bank account, brokerage or in (Statement with both names, Check with both document with both names, investment accounts accounts to the contract of the contra	names, Passbook with both names, brokerage account
We keep a common household (utility bills in both names for a common residence budget, etc.))	ence (e.g., telephone bills, electric bills, joint public
☐ We have executed will(s) naming one of us as (Copy of will or wills, with each party naming t	
	the primary beneficiary under a retirement benefit
account. (Copy of beneficiary designation form with one	e party designating the other as beneficiary)
At least one of us has designated the other as (Copy of beneficiary designation form with one	the primary beneficiary under a Life Insurance Policy e party naming the other as beneficiary)
The Trustees have the discretion to consider any other independence. Please set forth below a description of	
Other item of proof as is sufficient to establish of the particular case (specify)	economic interdependence under the circumstances
All determinations of whether a particular item is a by the Plan Administrator, in its sole and absolute	acceptable to prove financial independence shall be made e discretion.
Print Name	Print Name
Signature	Signature
On this day of	
came and persons described above, who executed the foregoin	to me known to be the g statement before me under oath.
Notary Public	Date

c/o ADMINISTRATIVE SERVICES ONLY, INC. 303 MERRICK ROAD, SUITE 300 LYNBROOK, NY 11563-9010

TEL: 1-877-999-3555 FAX: 516-396-5593

DOMESTIC PARTNER COVERAGE

1. Definition of Domestic Partners.

NJDCEA BENEFIT FUND defines domestic partners as follows:

Two unmarried adults (both of whom are 18 years or older), neither of whom is married or legally separated who:

- a) have resided with each other for twelve months prior to the application for benefits and who intend to live continuously with each other indefinitely;
- b) are not related by blood closer than the law would permit by marriage;
- c) are financially dependent on each other;
- d) have an exclusive close and committed relationship with each other; and
- e) have not terminated the domestic partnership.

2. Procedures for Verifying Domestic Partner Status.

A participant who seeks domestic partner coverage will be required to submit a notarized "Affidavit of Domestic Partnership" attesting to the domestic partner status and a notarized "Declaration of Financial Interdependence" along with two items of proof of financial interdependence (such as joint lease or mortgage or a joint bank account). (The Affidavit and Declaration are attached.)

Those who live in municipalities offering a domestic partner registry (such as New York City and San Francisco) will be required to show proof that they have registered as domestic partners.

Persons who fraudulently, wrongfully (or negligently) obtain coverage for persons who are not entitled to such coverage, or who fail to timely notify the Fund Manager of the termination of a domestic partnership, may be subject to civil action.

3. Domestic Partner Coverage.

Domestic Partners of participants are eligible for family health coverage on the same basis as current dependent coverage.

4. COBRA

If you lose health coverage due to a reduction in hours, you may continue to self-pay the premiums for yourself and your domestic partner for a period of time under the Plan's COBRA rules. COBRA coverage is not available to your domestic partner upon your death or the termination of your relationship.

5. Taxation.

If the Employer pays for domestic partner coverage, this benefit is taxable as wages unless the participant's domestic partner is financially dependent on the participant.

a) Financially Dependent Domestic Partners

If the Participant presents proof satisfactory to the Trustees that his or her domestic partner is a financial dependent within the meaning of Section 152 of the Internal Revenue Code, health benefits to such partners are not taxable. Section 152 defines a financial dependent as one who resides with you and for whom you provide more than 50% support. Adequate proof shall ordinarily mean copies of tax returns showing the partner as a financial dependent and a supporting affidavit.

b) <u>Non-Dependent Domestic Partners</u>

Except as provided above for financially dependent domestic partners, health insurance paid by the Employer for a participant's domestic partner is taxable as wages in the amount of the fair market value of the insurance. Fair market value shall ordinarily mean the difference between the family and individual premium paid on the individual's behalf. Such amount will be subject to federal and state taxes, including withholding, social security and Medicare (FICA), and unemployment (FUTA). Such taxes must be prepaid by the participant quarterly. The Fund Office will provide participants a schedule to determine the appropriate taxes.

c) <u>Self-pay Domestic Partner Coverage</u>

If the participant pays the cost of domestic partner coverage, the benefit is not taxable.

6. Modification and Interpretation.

The Trustees reserve the right to amend or modify the eligibility requirements for domestic partner coverage and to amend, modify or terminate domestic partner coverage at any time for any reason. The Trustees reserve the right to interpret all plan documents concerning domestic partner coverage and to interpret the requirements for and extent of such coverage.



NINTH JUDICIAL DISTRICT COURT EMPLOYEES ASSOCIATION

Welfare Fund 222 Bloomingdale Road #101 White Plains, NY 10605

914-949-8529

AFFIDAVIT OF DEF	AFFIDAVIT OF DEPENDENCY		Ī	☐ RETIREE (PLEASE CHECK ONE)		
Name of Member			Membe	r Social	Security Number	
To enable Ninth Judicial Court Enchild(ren) listed on my health benefits						
RELATIONSHIP (check one)	RESIDENO	CE (check on	e)	FINAN	NCIAL SUPPORT(check one)	
☐ my child(ren) whose last name is different than mine.☐ my stepchild(ren)	□ does not	☐ live(s) with me ☐ does not live with me Legal documentation required with affidavit ☐ Other Legal documentation required with affidavit		□ substantially dependent on me for support and maintenance □ not substantially dependent on me		
☐ Other Legal documentation required with affida	Legal docur			for support and maintenance		
	Name(s)) of Child(rei	1) Please Print			
Last Name First	t Name	Date of Birt me Month-date-y			Social Security #	
		·				
I certify that the statement and info	ormation subm	itted above i	s correct.			
Print Full Name				Date		
Street Address	City	/		State	Zip Code	
Signature (must be the same name as prir	nted above)	 -	Work Phone Nu	ımber		
State of , Co						
Sworn and subscribed before me on						
My Commission expires						
Signature of the Notary Public			<u> </u>			
Official Title						

Affidavit of Dependency Instructions

When must an Affidavit of Dependency be filed?

- For all stepchildren (must live with the employee), foster children, guardianship cases (including grandchildren, nieces, nephews, etc.) and wards when first listed for coverage.
- For newly adopted children when added to existing employee coverage.
- When the last name of the child differs from the last name of the employee.
- On parent-child(ren) contracts when the employee is divorced or single.

When must legal papers or court documentation be provided with the Affidavit of Dependency?

- For all adopted children, foster children, guardianship cases and wards.
- When the dependent child(ren) does (do) not live with the employee.

What constitutes acceptable documentation?

- A copy of the court decree that establishes the relationship between the employee and the dependent. In the case of a divorce, the copy need only contain those pages of the decree that identify the court, the employee and the dependent, the requirement for support, and the signature page.
- A copy of the custody agreement (the document placing the child in your home) from the placement agency.

What should I do with this form?

- If your situation requires an Affidavit of Dependency, complete the form and have your signature notarized.
- If legal documentation is required, attach a copy to the completed Affidavit.
- You must mail the original copies of all the required documentation to NJDCEA Welfare Fund at the address below:

NINTH JUDICIAL DISTRICT COURT EMPLOYEES ASSOCIATION
Welfare Fund
222 Bloomingdale Road #101
White Plains, NY 10605

914-949-8529