

Any new dependent(s) being added to the Allstate Medical and/or Dental Plans will be subject to proof of eligibility.

Beginning in January, 2015 Allstate will ask employees to provide the appropriate document(s) to show proof of eligibility for any dependent(s) added by newly hired employees on or after July 10, 2014, new dependents added due to a Qualified Change of Status (QCIS) processed on or after August 1, 2014 or any new dependent(s) added during Annual Enrollment for 2015 .

For example, if you got married on July 5, 2014 and added your new spouse to the Allstate Medical Plan, by processing a QCIS on August 1, you will need to provide appropriate documentation (as described below) of your spouse's eligibility.

To prepare you for the proof of eligibility requirement, you may want to begin gathering the document(s) that you will be required to submit to verify the eligibility of any new dependent(s) you wish to add to the Allstate Medical and/or Dental Plans. Please do not submit any documentation until requested.

Examples of Acceptable Documentation Showing Proof of Eligibility may Include:

If you wish to add a new Spouse:

Government Issued Marriage Certificate and Federal Tax Return Within the Last 2 Years Listing Spouse

OR

Government Issued Marriage Certificate and Proof of Joint Ownership* Issued Within Last 6 Months

OR

Government Issued Marriage Certificate Only (if married within the last 12 months)

If you wish to add a new Domestic Partner/Civil Union Partner:

Notarized Affidavit of Domestic Partnership/Civil Union Partnership and Proof of Joint Ownership* Issued Within Last 6 Months

In order to be eligible, you and your domestic partner/civil union partner must meet all of the following:

- The relationship is an exclusive committed relationship and intends that the relationship continue indefinitely;
- Share and maintain the same primary residence and be responsible for the other's welfare and financial obligations for at least 12 months prior to the effective date of coverage, and continue to do so
- Be at least 18 years old and legally capable to enter into a contract;
- Not married to, legally separated from, or in another domestic partner/civil union relationship with anyone else
- Not be related by blood more closely than is permissible for marriage in the state of residence

You and your domestic partner/civil union partner will be required you for to sign and date the affidavit. The affidavit will also need to be notarized.

If you wish to add a new Biological Child:**

Government Issued Birth Certificate (Including Parents' Names)

If you wish to add a new Adopted Child:**

Adoption Certificate (including child's date of birth)

OR

Adoption Placement Agreement (including child's date of birth) or Petition for Adoption (including child's date of birth)

If you wish to add a new Step Child:**

Government Issued Birth Certificate (including parents' names), Proof of Spouse/Partner Relationship and Federal Tax Return Within Last 2 Years Listing Spouse/Partner;

OR

Government Issued Birth Certificate (including parents' names), Proof of Spouse/Partner Relationship, Proof of Joint Ownership Issued Within Last 6 Months;

OR

Government Issued Birth Certificate (including parents' names) and Proof of Spouse/Partner Relationship (if married within the last 12 months)

If you wish to add a new Legal Ward:**

Government Issued Birth Certificate and Court Ordered Document of Legal Custody

***Examples of Proof of Joint Ownership include:**

- Mortgage Statement listing spouse/domestic partner
- Bank Statement (Bank account verification letter showing active status) listing spouse/domestic partner
- Active Lease Agreement listing spouse/domestic partner
- Credit Card Statement listing spouse/domestic partner
- Property Tax Statement listing spouse/domestic partner
- Current Year State Tax Return listing spouse/domestic partner
- Current Year Mortgage Interest/Mortgage Insurance Statement listing spouse/domestic partner
- Warranty Deed listing spouse/domestic partner
- Auto Loan Statement listing spouse/domestic partner
- Current Year Federal Tax Return listing the spouse/dependent as a dependent

Proof of Joint Ownership documents must be issued within the last six months

**If you are enrolling a disabled dependent over age 26 for the first time, you will be required to provide a copy of the Federal Tax Return within last 2 years claiming the child along with the applicable document(s) listed above.

Note: Alternate documents may be offered in place of some of the documents listed above. You will be able to request additional information about alternate documents after your dependent is placed in a verification window.