

EXAMPLES OF REQUIRED DEPENDENT PROOF DOCUMENTS

The list below is not all-inclusive

Spouse (Legally Married)	Government-Issued Marriage Certificate and Federal Tax Return within the last two years.
Domestic Partner	Notarized UNM Affidavit of Domestic Partnership form, and Proof of Joint Ownership issued within the last six months.
Biological Child	Government-Issued Birth Certificate of Biological Child
Adopted Child or Child Placed for Adoption	Documentation depends on the stage of adoption process: Adoption Placement Petition or Agreement or Adoption Certificate
Stepchild	Government-Issued Birth Certificate for Child , stating the child's parent is the employee's spouse, and Government-Issued Marriage Certificate for legal marriage between employee and the child's parent
Legal Guardianship (Ward)	Government-Issued Birth Certificate for Child, and Court Ordered Document of Legal Custody
Child of Domestic Partner	Government-Issued Birth Certificate for Child , showing the child's biological or adoptive parent Notarized UNM Affidavit of Domestic Partnership form and Proof of Joint Ownership issued within the last six months
Disabled Child Age 26 or Older (the disabled dependent must be enrolled prior to turning age 26)	Government-Issued Birth Certificate plus Federal Tax Return within the last two years claiming child as a dependent