

## DOMESTIC PARTNER ENROLLMENT INSTRUCTIONS

In order to enroll your domestic partner and/or your domestic partner's eligible children, you must complete and send Items 1 and 2 plus the additional requirements for group insurance benefits to The Benefits Department as stated below.

Item 1. Complete, sign and notarize the **Domestic Partner Affidavit (New Enrollment Only)** located on the Benefits Department website at [www.browardschools.com/benefits](http://www.browardschools.com/benefits) by clicking on the "Rates & Documents" tab.

Item 2. Provide proof that you and your domestic partner live together and are financially interdependent by submitting a copy of **at least one item** from **each** of the lists below.

### LIST A

- ✓ Driver's Licenses showing the same address.
- ✓ Passports showing the same address.
- ✓ Mortgage documents showing both names.
- ✓ Lease showing both names.
- ✓ Deed showing both names.
- ✓ Utility bills showing both names.

### LIST B

- ✓ Statement(s) from a joint checking account.
- ✓ Credit card(s) with the same account number for both names.
- ✓ Designations of each person as authorized signatures for a safe deposit box or joint wills.