



CFS, Corp.
 105 Broadway Street
 Vincennes, IN 47591
 812-790-2599



Client name: _____ Navigator: _____

Appointment date, time & location: _____

Name & Date of Birth for everyone in the household
Social Security Numbers for each applicant
Photo Identification for each applicant and parent/guardian <ul style="list-style-type: none"> • Valid driver's license • State ID • Student ID • Military ID
Proof of U.S. Citizenship for each applicant <ul style="list-style-type: none"> • State-issued birth certificate • Certificate of Citizenship • Certificate of Naturalization • U.S. Passport
Proof of Immigration Status for each applicant if not a U.S. citizen <ul style="list-style-type: none"> • Alien registration card, permanent resident card or other documentation from the Bureau of Citizenship and Immigration Services
Proof of money received by applicant, spouse, and dependent children in the home for the past 90 days <ul style="list-style-type: none"> • Wages—pay stubs, paychecks or statement from employer verifying work status for past 90 days • Self-employment—last year's signed income tax return and personally kept records of monthly income and expenses for the past 90 days • Child Support, Veteran Benefits, Social Security Benefits, Supplemental Security Income, Worker's Compensation, disability, sick pay, unemployment, or any other received benefit • Loans, gifts, or contributions—promissory note, loan agreement or statement from person providing money that includes the person's name, address, phone number, signature and date • Financial aid award letter—only if enrolled in college and receiving grants, loans or other financial aid • Termination notice—if loss of employment has occurred in the past 90 days • Hire notice—if employment has been shorter than 90 days
Proof of Residency <ul style="list-style-type: none"> • Lease agreement • Utility or medical bill
Guardianship or Power of Attorney documentation if someone has legal authority to act on your behalf
Insurance card for applicants currently covered by another plan
Additional assistance if you receive TANF, SNAP or disability such as case number or letter of approval
Proof of Pregnancy if you are pregnant or have been pregnant in the last 3 months please provide proof from medical provider.
Presumptive Eligibility Identification Number (PE RID) if you have been determined eligible for temporary health coverage by a health care professional within the last 30 days

You can still attend your appointment if you are missing documents.
 Copies of all your documents will be made during your appointment.

