

# REQUIRED DOCUMENTATION FOR VERIFYING DEPENDENTS



The documentation is needed to verify:

- Relationship of the dependent to the household, and
- Age of the dependent.

Dependent	Definition	Documentation
<b>Spouse</b>	<b>Spouse</b> means the individual to whom you are currently legally married.	<ul style="list-style-type: none"> <li>• Joint federal tax return from current or prior year if filing jointly (first page only), or</li> <li>• Both spouses' federal tax returns from current or prior year if filing separately (first page only), or</li> <li>• Copy of tax confirmation notice(s) from current or prior year if filed online, or</li> <li>• Marriage certificate if married within the last 12 months.</li> </ul>
<b>Common-law Spouse</b>	A spouse also means a <b>common law spouse</b> in states that recognize common-law marriages.	<ul style="list-style-type: none"> <li>• Joint federal tax return from current or prior year if filing jointly (first page only), or</li> <li>• Both spouses' federal tax returns from current or prior year if filing separately (first page only), or</li> <li>• Copy of tax confirmation notice(s) from current or prior year if filed online.</li> </ul>
<b>Domestic Partner</b>	<p><b>Domestic partner</b> means the person of the same- or opposite-sex with whom you have a domestic partner relationship, which is registered with a state or local governmental entity.</p> <p>If your domestic partnership is not registered with a state or local governmental entity, it must satisfy the following criteria for your domestic partner to be eligible for coverage:</p> <ul style="list-style-type: none"> <li>• Neither you nor your domestic partner are legally married to or are the legal domestic partner of anyone else;</li> <li>• You and your domestic partner intend to remain each other's sole domestic partner indefinitely;</li> <li>• You and your domestic partner live together in the same principal residence and intend to do so indefinitely;</li> <li>• You and your domestic partner are committed to each other and share joint responsibilities for your common welfare and financial obligations; and</li> <li>• You and your domestic partner are not related by blood, closer than would prohibit marriage in the state in which you live.</li> </ul>	<p><b>Submit 2:</b></p> <ul style="list-style-type: none"> <li>• Joint federal tax return from current or prior year if filing jointly (first page only), or</li> <li>• Both partners' federal tax returns from current or prior year if filing separately (first page only), or</li> <li>• Documentation of joint ownership of current residence, or</li> <li>• Documentation of joint tenants on current lease of residence, or</li> <li>• Copy of both current Driver's licenses or other current government records reflecting the same address, or</li> <li>• Current bank/credit card statement (within the past 12 months) with both names, or</li> <li>• Current utility bill (within last 12 months) with both names.</li> </ul>

Dependent	Definition	Documentation
<p><b>Child Under Age 26</b></p>	<p><b>Child(ren)</b> (or individually, a “child”) – means your “children” under age 26 who are:</p> <ul style="list-style-type: none"> <li>● Natural children of you;</li> <li>● Children legally adopted by you;</li> <li>● Children placed for adoption with you; or</li> <li>● Any other children who live with you and for whom you are the sole legal guardian, as defined in the SPD.</li> </ul>	<ul style="list-style-type: none"> <li>● Birth certificate for biological children showing you as parent, or</li> <li>● Court papers for adopted children or children placed for adoption, or</li> <li>● Court papers demonstrating legal guardianship or custodianship for court appointed children, or</li> <li>● Documentation on hospital letterhead indicating birth date of child, showing you as parent (acceptable only for children under 6 months old if documents above aren’t available),</li> </ul> <p><b>AND</b></p> <p>(Only if documents above don’t include birth date) Documented proof of age, such as:</p> <ul style="list-style-type: none"> <li>● Child’s driver’s license or other government records, or</li> <li>● Child’s Visa/Passport.</li> </ul>
<p><b>Stepchild Under Age 26</b></p>	<p><b>Child(ren)</b> (or individually, a “child”) – means your “children” under age 26 who are:</p> <ul style="list-style-type: none"> <li>● Natural children of your spouse;</li> <li>● Children legally adopted by your spouse;</li> <li>● Children placed for adoption with your spouse; or</li> <li>● Any other children who live with you and your spouse and for whom your spouse is the sole legal guardian, as defined in the SPD.</li> </ul>	<ul style="list-style-type: none"> <li>● Birth certificate showing the child’s parent to be your spouse, or</li> <li>● Court papers for adopted children or children placed for adoption showing the child’s parent to be your spouse, or</li> <li>● Court papers demonstrating legal guardianship or custodianship for court appointed children showing the child’s guardian/custodian to be your spouse, or</li> <li>● Documentation on hospital letterhead indicating birth date of child, listing your spouse as parent (acceptable only for children under 6 months old if birth certificate isn’t available),</li> </ul> <p><b>AND</b></p> <p>(Only if documents above don’t include birth date) Documented proof of age, such as:</p> <ul style="list-style-type: none"> <li>● Child’s driver’s license or other government records, or</li> <li>● Child’s Visa/Passport,</li> </ul> <p><b>AND</b></p> <p>Documentation showing your relationship to the stepchild’s parent, such as:</p> <ul style="list-style-type: none"> <li>● Marriage license, or</li> <li>● Church/justice of the peace marriage certificate, or</li> <li>● Documentation of joint ownership of current residence (acceptable only if documents above aren’t available), or</li> <li>● Joint tenants on current lease of residence (acceptable only if documents above aren’t available).</li> </ul>

Dependent	Definition	Documentation
<p><b>Child of Domestic Partner Under Age 26</b></p>	<p><b>Child(ren)</b> (or individually, a “child”) – means your “children” under age 26 who are:</p> <ul style="list-style-type: none"> <li>• Natural children of your domestic partner;</li> <li>• Children legally adopted by your domestic partner;</li> <li>• Children placed for adoption with your domestic partner; or</li> <li>• Any other children who live with you and your domestic partner and for whom you or your domestic partner are the sole legal guardian, as defined in the SPD.</li> </ul>	<ul style="list-style-type: none"> <li>• Birth certificate showing the child’s parent to be your domestic partner, or</li> <li>• Court papers for adopted children or children placed for adoption showing the child’s parent to be your domestic partner, or</li> <li>• Court papers demonstrating legal guardianship or custodianship for court appointed children showing the child’s guardian/custodian to be your domestic partner, or</li> <li>• Documentation on hospital letterhead indicating the birth date of the child, listing your domestic partner as parent (acceptable only for children under 6 months old if birth certificate isn’t available),</li> </ul> <p><b>AND</b></p> <p>(Only if documents above don’t include birth date) Documented proof of age, such as:</p> <ul style="list-style-type: none"> <li>• Child’s driver’s license or other government records, or</li> <li>• Child’s Visa/Passport,</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• Documentation of joint ownership of current residence,</li> <li>• Documentation of joint tenants on current lease of residence, or</li> <li>• Copy of both Driver’s licenses or other government records reflecting the same address, or</li> <li>• Current bank/credit card statement (within the past 12 months) with both names, or</li> <li>• Current utility bill (within last 12 months) with both names.</li> </ul>



The descriptions provided in this document are based on the official LSC Group Benefits Plan and LSC Flexible Benefits Plan (collectively, the “Plan”) documents. Every effort has been made to ensure the accuracy of this material. In the unlikely event there is a discrepancy between this document, the Summary Plan Description (SPD), Summaries of Material Modifications (SMMs), Summary of Benefits and Coverage (SBC) or any other materials summarizing the Plan and the official Plan documents, the official Plan documents will control. LSC Communications LLC reserves the right to amend, change or terminate any or all of the benefit plans it sponsors, including without limitation, the Plan and the LSC Separation Pay Plan, in whole or in part, at any time.