

Required Documents For Completing an Application for Benefits

NEAP has designed a list to help ensure that you have enclosed all of the necessary documents with your benefit application. Any missing or incomplete documents may delay the processing of your NEAP pension application.

Please provide clear copies of the following:	
	Copy of your Social Security card
	Copy of your birth certificate / proof of age
If you □	are presently married: Copy of your marriage certificate
If you have been previously married:	
	Entire copy of all signed divorce decrees, Qualified Domestic Relations Orders (QDROs), separation papers and death certificates.
If you are on a disability:	
	All pages of your signed Social Security Disability Award.
NOTE:	If your Social Security Disability Award is more than two years old, you will need to send NEAP proof from the Social Security Administration that (1) lists the date(s) of your entitlement to a Social Security Disability Benefit, and (2) certifies that you are currently receiving a Disability Benefit.
If you have ever used a different name:	
	Please provide supporting documentation (example: adoption papers or courorder).