

Verification of Dependents Acceptable Documentation

As part of Genesco's ongoing efforts to ensure our benefit plans meet regulatory requirements and to help manage the cost of our plans for you and for Genesco, if you are covering dependents on your medical, dental or vision plans for the first time, verification of eligibility will be required before your eligible dependents can be enrolled. You will be required to provide the following documents.

Spouse (2 documents required, one from section A and one from section B)

Section A

- Government issued marriage certificate including date of marriage (document B not required if married within the last 12 months)

Section B

- Federal Tax Return within last 2 years listing your spouse
- Proof of joint ownership issued within last 6 months (must list name of employee and spouse; examples are mortgage statements, bank statements, credit card statements, rental/lease agreements, etc.

Child

- Biological Child: Government-Issued Birth Certificate or Mother's Copy of Birth Certificate with employee's name listed
- Adopted Child: Government-Issued Birth Certificate or Adoption Certificate or Placement Agreement
- Step-Child: Government-Issued Birth Certificate AND both documents to verify Spouse
- Legal Ward: Government-Issued Birth Certificate AND Court Ordered Document of Guardianship
- Disabled Child: Documentation listed above AND Federal Tax Return within last 2 years claiming child (Note: Disabled Adopted Child cannot verify with a placement agreement or petition)



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