



Department of Social Affairs

Please bring along the following documents when applying for

Medical Assistance

(All documents that are indicated below with a check mark (✓))

- () Copy of ID Card/Passport of everyone who are part of the family/household.
- () Registration form with proof of Dutch Nationality from Census office of everyone who are part of the family/household. (Applicant must be registered at Census Office at least three(3) months prior to applying for assistance.)
- () Copy of Immigration paper – residence permit of everyone who forms part of the family/household who does not have a Dutch nationality.
- () Legal documents to prove marital status.
- () Legal documents stating applicant is the legal guardian of young children. (When it is applicable.)
- () School letter – for all who are still going to school. (Elementary & High School)
- () Copy of medical insurance card of everyone who form part of the family/household.
- () A letter from SVB stating that the applicant is not SVB insured and reason why.
- () A valid and recent Doctor's letter – showing/stating valid reason why applicant can't work and for how long. (In case of mental patient a letter from Mental Health Foundation is also required.) This is subject to a second opinion. Appropriate forms are available at the front desk
- () Two recent denial job letters, showing you were actively looking for job on your own.
- () Proof of unemployment registration – This is to prove that the applicant was **registered** at the Labor Affairs prior to applying for assistance.
- () Proof of any type of income:
 - Two last salary slips
 - Letter from SVB stating monthly pension income. (old age, widow, etc)
 - Receipt book showing monthly income from house/apartment rent.
 - Alimony
 - Child Support
 - Settlement
 - Odd jobs (yard work, Ironing, etc)
- () Copy of all bank books showing current balance.
- () Last year income tax declaration and Crib Number.
- () If owned a business or venders license, a letter from chamber stating it is closed.
- () Proof of any type of expenditures:
 - Last three house/land rent receipt
 - Last GEBE bills (water & light)
 - Copy of Cable book
 - Last home phone/internet billIf bills are not in applicant's name a written declaration is needed to prove that the applicant is indeed residing at that address.
- () If applicant lives with parents or other relatives, a letter is needed to verify that fact, with a copy of the person's identification attached.

We reserve the right to randomly verify any documentation or information given to us.

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