

IF YOU ARE **ENROLLING DEPENDENTS**, YOU WILL
NEED THE FOLLOWING DOCUMENTS:

This document is in compliance with AFI36-3026P 1&2 and other DOD policies

ALL DOCUMENTS MUST BE ORIGINAL OR CERTIFIED COPIES

IF NOT IN ENGLISH, MUST ALSO BE TRANSLATED

*** TO ACCESS A SPONSOR'S RECORD YOU MUST HAVE THE SPONSOR PRESENT -or- A SIGNED DDFORM 1172-2 -or- POWER OF ATTORNEY***

<u>SPOUSE</u>	<u>CHILD</u>	<u>STEPCHILD</u>
Marriage certificate Spouse's photo ID Spouse's SSN card Spouse's birth certificate Divorce Decrees if applicable	Child's birth certificate/ hospital proof of birth, SSN card (<i>not required for newborns, but must be updated with SSN card in 90 days</i>), Voluntary acknowledgement or Notarized Declaration Paternity of for single fathers.	Marriage certificate Stepchild's birth certificate & Stepchild's SSN card

For parents, parent-in-laws, and wards you will need to submit a packet and have it approved through DFAS. For INCAP over 21 137-5; For parents: Google "DD FORM 137-3" For wards: Google "DD FORM 137-7" If you have any questions or problems obtaining with the packets, call 216-204-4590 or 888-332-7411 for assistance.

<u>PARENTS</u>	<u>PARENT-IN-LAW</u>	<u>WARD</u>
Approval letter from DFAS Birth certificate of sponsor Birth certificate of parent SSN card of parent Photo ID of parent	Approval letter from DFAS Marriage certificate Spouse's birth certificate Birth certificate of parent SSN card of parent Photo ID of parent	Approval letter from DFAS, Court document stating sponsor has custody for at least 12 months, Birth certificate of ward, SSN card of ward

TRICARE must be called 24 hours after enrolling a dependent 877-988-9378

WALK-IN HOURS

PSD Lemoore

BLDG 736

559-998-4004 /4011

Mon - Fri 0730 - 1530

PSD Satellite Lemoore (Ops)

Hangar 3

559-998-1224

Mon - Fri 0730 - 1530

APPOINTMENTS CAN BE MADE ONLINE AT

<https://rapids-appointments.dmdc.osd.mil>