

Joe Lombardo
Governor

Laura Rich
Director



DEPARTMENT OF HUMAN SERVICES

DIVISION OF SOCIAL SERVICES

Helping people. It's who we are and what we do.



Robert H. Thompson
Administrator

1470 College Parkway
Carson City, Nevada 89706-7924
(775) 684-0500

Date: _____

Case Name: _____

SSN: _____

Case Manager: _____

AUTHORIZATION: I authorize you to release to the Division of Social Services the requested information.

(Customer Signature)

(Date)

BENEFIT VERIFICATION INQUIRY

The individual referenced below has applied to this agency for assistance. We are requesting information concerning authorized benefits that are being or have been received by our client.

Please provide the information below and return this form in the enclosed envelope. Your cooperation will help insure integrity and maintain accountability in the administration of public funds in Nevada. The information provided will be used only in conjunction with the official duties of this department and will be considered confidential.

If our identifying information (name and Social Security Number) does not agree with your records, please indicate the change.

RE: _____
(Name) (Social Security Number)

PLEASE SUPPLY THE FOLLOWING INFORMATION:

Has a claim been filed? YES NO Claim No. _____

Are benefits currently being paid? YES NO Type of benefit? _____

Date benefits began _____ Date benefits end(ed) _____

Amount of benefits: Weekly _____ Semi-Monthly _____ Monthly _____

Do you show any work history in the month(s) of _____

If so, please complete the following:

Employer Name	Employer Address	Quarter Worked	Earnings for Quarter
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PLEASE FURNISH INFORMATION REGARDING BENEFITS PAID DURING THE FOLLOWING PERIOD(S):

Month of	Gross Amount	FIT	FICA	Insurance	Overpayment	Total Net Paid	Date Paid
_____	_____ - _____	_____ - _____	_____ - _____	_____ - _____	_____ = _____	_____	_____
_____	_____ - _____	_____ - _____	_____ - _____	_____ - _____	_____ = _____	_____	_____
_____	_____ - _____	_____ - _____	_____ - _____	_____ - _____	_____ = _____	_____	_____

Will benefit decrease or increase? YES NO When? _____
(Month) (Year)

MEDICAL COVERAGE: _____

(Case Manager's Signature)

(Date)

(Authorized Signature of Benefit Agency)

(Telephone)