



Dependent Verification for Benefits



Steps for Verification:

- 1 Enroll your dependents in UR benefits via Workday within 30 days from your date of hire.
- 2 After you enroll, the United Rentals Dependent Verification Center (URDVC) will send you requests for documentation for enrolled dependents (as noted below).
- 3 Send required dependent documentation to URDVC within 60 days of your enrollment. Order any needed documents promptly after enrollment to avoid delays.

Note: Dependents not verified within 60 days of these requests will be removed from coverage.

Who Do You Need to Verify?

Spouse or Partner

If you've been married longer than 12 months, two documents are required: one from **Section A** and one from **Section B**. Section B is not required if you've been married less than 12 months.

Section A

- Government-Issued Marriage Certificate
- Notarized Affidavit of Common Law Marriage/ Domestic Partnership
- Certificate of Domestic Partnership Registration
- Civil Union Partner Certificate

Section B

- Federal Tax Return within last two years listing your spouse: Send only the first page of your prior year Federal Tax Return (Form 1040) that shows your dependents, and black out all financial information and Social Security Numbers.
- Proof of Joint Ownership issued within the last six months (includes mortgage statements, bank statements, credit card statements, rental/lease agreements, or property tax statements with both parties' names as co-owners).

Child

- **Biological Child:** Government-Issued Birth Certificate; must include all parents' names.
- **Adopted Child:** Government-Issued Birth Certificate OR Adoption Certificate or Placement Agreement, or Petition.
- **Stepchild:** Government-Issued Birth Certificate AND documents to verify spouse as outlined.
- **Legal Guardianship:** Legal documentation from the state court or federal government documenting the legal guardianship status.

I've Enrolled My Dependents, Now What?



- You will receive login information from the URDVC via your @ur.com email and home address. Then, you can upload your documents online at digital.alight.com/unitedrentals
- If you misplaced your login information, contact the URDVC by phone at **866-828-5876**, or by fax at **877-965-9555**

Representatives are available Monday – Friday from 8:00 am to 8:00 pm EST.