



Representative Payee Identification Policy

Date: _____

Client Name: _____

I understand that as a client of Life Options of West TN, Inc. Representative Payee program I must have:

- Valid Birth Certificate
- Valid Social Security Card
- And any two items that have been mailed to client showing residency
- Fee of not more than \$12.50
- For women, if married, a copy of marriage certificate
- For juveniles under 18, a parent must accompany to sign affidavit

Client Signature

Date

Staff Member

Date

**2600 Poplar Avenue, Ste 112
Memphis, TN 38112
(901) 347-3972 Fax (901) 907-0299**