



Dependent Eligibility Verification
PO BOX 851408
Westland MI 48185-0690

John Smith
433 Main Ct
Amherst, NY 14226

User ID: 0001344532
PRINT DATE: 12/01/2020
DUE DATE: 02/12/2021

For more information, or to upload your documents, go to <https://MTA.eydeva.com>

Dear John Smith,

As we work toward moving forward - together - in a world impacted by the COVID-19 pandemic, it is vitally important that the MTA ensures all of our eligible employees and their eligible dependents are properly covered by our health care plans.

MTA strives to provide competitive, cost-effective benefits for our employees. To remain compliant with our health care plan rules and to help manage health care costs, MTA is conducting a dependent eligibility verification program. MTA has retained a third-party, Ernst & Young LLP (EY), to manage this process. You will be required to submit documentation to verify that the dependents you have enrolled in health care coverage meet the rules defined by the MTA plan.

A list of the documents that can be used to verify the eligibility of each dependent can be found below. For additional options and information please log in to the safe and secure website <https://MTA.eydeva.com>. **All documents must be submitted by 02/12/2021.**

Your dependents

Please review your dependents below. If any of the dependent information appears to be incorrect, please log in to the safe and secure website at <https://MTA.eydeva.com> either through your mobile phone or through your computer, where you can select and submit the correct documents.

Note: This verification program may include dependents that are enrolled in MTA medical, dental or vision coverage (or any combination of these plans). Depending on enrollment, a dependent who is eligible and enrolled in coverage may not be listed within our requests for documentation. If one of your dependents is not included in this request, there is no need to provide any documentation for this dependent and there is no impact to any current enrollment for this dependent. Please submit documents based on the dependents listed within this request.

Name	Relationship	Remove
Erica Smith	Spouse	[]
Jason Smith	Child	[]
Jack Smith	Adopted Child	[]
Amanda Smith	Step Child	[]
Mackenzie Smith	Legal Guardian	[]

Your action is required:

Failure to respond to this request for documentation by 02/12/2021 may potentially result in the removal of your dependents from MTA sponsored healthcare coverage. The coverage removal effective date will be determined by the MTA.

What do you need to do?

Please take a moment to review the documents on the next page to determine the eligibility of your dependents. You will need to:

- Go to <https://MTA.eydeva.com> and select the **register now** button using the **User ID** (located at the top, right hand corner of this letter).
- Log in using your **User ID** and password created in step one.

3. Verify the data for each dependent and select the documents you will submit for verification.
4. Upload or drag and drop the files into the system (documents must be uploaded for each dependent individually).
5. Within three business days you will be sent a communication regarding the review of the documents submitted and the status of your dependents.
6. If your dependent(s) does not meet the eligibility rules, please log in to <https://MTA.eydeva.com> and voluntarily request that the dependent(s) be removed, or check the "remove dependent" box next to the dependent(s) you would like to remove, then scan and upload this document.

Below is a list of documents that can be used for the verification process. Please send in all of the appropriate documents listed below. If you do not have the below documents, log in to <https://MTA.eydeva.com> to view a list of other acceptable documents. This list is located under your employee profile. Select the "document tab" then select "change document options" to view the list of other acceptable documents.

Spouse:

- Marriage Certificate
- Federal or State Tax Return

Child:

- Birth Certificate

Step child:

- Step Child Birth Certificate
- Certified Copy of Marriage Certificate
- Federal or State Tax Return (Current Year)

Adopted:

- Court Approved Adoption Papers

Legal guardianship:

- Court Awarded Custody or Guardianship Papers

If you are unable to log in to <https://MTA.eydeva.com> and cannot upload your documents to the website:

- **Fax** your documents to 1 888 349 9420 or **Mail** your documents to PO BOX 851408, Westland, MI 48185-0690 **using a copy of this form as a cover sheet.**

How can you reach us?

If you have any questions please log in to <https://MTA.eydeva.com> for information on your dependent(s) status, instructions on what to do or additional options for verifying your dependents. If you cannot find the information you need to complete the process please call 1-888-649-2003 between 8 a.m. and 8 p.m. ET Monday-Friday.

Thank you,

MTA Business Service Center
Benefits Department