



Document Cover Page

(Include this cover page when faxing or mailing your documents)

This document should not be used for anything other than Special Enrollment Verification

- ✓ I am sending a document to confirm my qualifying life event during Special Enrollment.

Application or Case Number: _____

Name of Primary Contact: _____

Phone Number: _____

Total number of pages sent: _____
(including cover page)

How do I submit my information?

You can submit your information in one of three ways:

- **The quickest way to send us your information is online at <http://www.coveredca.com/get-help/contact/>.**
 - Click on the link for “Submitting Documents for Special Enrollment.”
 - Click on the link called “Upload your document here.”
 - You will be taken to another page where you may upload your SEP Verification documents online.
- **Mail your information to the following address:**

**CA HBEX/Covered California
Special Enrollment Team
P.O. Box 13310
Sacramento, CA 95813**

- **Or fax your information to: 1-888-217-9310.**

Please note that if you provide false information in your application, your coverage may be cancelled and you may be fined. The U.S. Department of Health and Human Services may fine you up to \$25,000 if you provide false information in your application negligently or with intentional disregard for the rules. You may be fined up to \$250,000 if you knowingly lie on your application.