Application Checklist

Required Information

- Other Parent's first and last name
- Child(ren)'s first and last name, date of birth

Helpful Information to Have

- Birth certificate(s)
- Child(ren)'s Social Security Number
- Marriage certificate(s) or civil union license(s)
- Dates of marriage(s) or civil union(s)
- Paternity affidavit or order
- Child support court order (Kansas or other state)
- Three most recent paystubs
- State or federal benefit award letter
- Health insurance card
- Childcare cost documentation