

## Former Spouse Checklist:

- [ ] Former spouse statement
- [ ] Divorce decree (s) with judge's signature and a "**Certified True Copy**" stamp from the court.
- [ ] Marriage certificate (s)
- [ ] Employer-sponsored health insurance. Yes / No  
If yes, letter from employer or insurance company stating the original effective date of insurance or copy of insurance card (with the original effective date on it).
- [ ] Valid photo ID (driver's license or passport) \*
- [ ] Secondary form of ID. (birth certificate, social security card, passport or voter registration card) \*
- [ ] If you have prior military service, please include a copy of your DD214

\* Identification must clearly show facial features and/or information. Current or expired military IDs cannot be used as a valid form of identification. Please scan/copy (in color) and e-mail documents back to [SMB\\_MANPOWER\\_MMSR6@USMC.MIL](mailto:SMB_MANPOWER_MMSR6@USMC.MIL) or mail them to the address shown on the Former Spouse Statement.