CARE VERIFICATION PROCESS INSTRUCTIONS — Traditional

To continue receiving your CARE program discount, you need to provide specific documentation within **90** days from the date indicated on the letter or email you received. Please complete this process by carefully following the step-by-step instructions below.

Step 1 **Collect Proof of Income or Public Assistance Program documentation for your household. There are 2 options:**

| **A. Proof of Income** | *or* | **B. Public Assistance Program** |

A. Proof of Income

Provide proof of income for **each adult** in the household.

Examples include full IRS Tax Return package including W-2 and all supporting documents, or 1 or more paystubs.

For a complete list of acceptable documentation, please see the **Approved Document List for CARE Verification** — **Income Based**.

B. Public Assistance Program

Provide *current* proof of participation for **at least 1 person** in your household.

Examples include Award Notices for programs such as SSI, Medi-Cal and WIC.

For a complete list of acceptable programs and documentation, please see the **Approved Document List for CARE Verification** — **Public Assistance**.

Step 2 **Complete the Eligibility Form and select your method of delivery.**

Option 1: Online Process

- Complete the Eligibility Verification Form online at **sce.com/verify**.
- Upload all supporting Proof of Income *or* Public Assistance documentation.

Eligibility Verification Form — Helpful Tip

The table on the form must have a completed row for EACH household member. If information is missing, our review may be delayed, and your discount may be interrupted.

Option 2: Fax or Mail Process

- **Complete and sign the Eligibility Verification Form** enclosed with the letter or email you received, *or* if you do not have it, download and complete the version **here**.
- Include all supporting documentation of Proof of Income *or* Public Assistance, if applicable.
  - **Fax:** Send full package (signed Verification form and ALL documents) to **1-626-571-4202**.
  - **Mail:** Send full package (signed Verification form and ALL documents) to:

    CARE/FERA, Southern California Edison PO Box 9527, Azusa, CA 91702-9954

Important: Any information or documents you submit are confidential and will only be used by Southern California Edison personnel for verification purposes. **Be sure to black out the first 5 digits of your Social Security number on all documents for added security.**

Need More Information? To learn more about the CARE Verification process, including frequently asked questions, visit **on.sce.com/highusage**.