



Mercedes-Benz

MBUSI HOUSEHOLD QUARANTINE DOCUMENTATION REQUIREMENTS

Team Members must provide **at least** two of the following documents to verify that Team Members and a positive household member reside at the same current address. All mailed items must be opened to clearly show name, current address, and date. All documents must be sent to the COVID-19 Task Force at MBUSI.COVID-19@Daimler.com within **48 hours** in order for payroll requests to be approved. All e-mail correspondence must include the full name and PeopleSoft/Badge Number of the Team Member in the subject line.

- Valid Alabama Driver License(s) or Identification Card(s) displaying current matching address
- Voter Registration Card
- Residential Mortgage Contract
- Current Lease or Rental agreement for housing
- Proof of payment of residential property tax (Homestead)
- Previous year tax returns bearing name and current matching address
- Vehicle registration bearing name and current matching address
- Utility bill(s) (Water, Gas, or Electric) less than 90 days old (must clearly show name, current address, and date)
- Any State or Federal Court documents indicating current matching address
- Birth Certificates for children
- Immunization (Shot) Records for children
- School enrollment documentation
- Valid School Identification Card
- Defense Department Form 214 (Report of Separation)
- Current Homeowners insurance policy bearing name and current matching address
- Social Security benefits statements/summary bearing name and current matching address
- U.S. or State Government check or other documents bearing name and current matching address
- Military Orders documenting duty station and place of residence