



## Documentation Request: **Lost Wages-Court Proceedings/Investigative Agency Meetings**

**Date Printed:**  
**Claim No.:**  
**Victim:**  
**Claimant:**  
**Specialist:**

**This enclosure outlines the eligibility criteria for Economic Support benefits.**

**Lost Wages (court proceedings and/or meetings with investigative agencies/prosecutor's offices):** This benefit applies to eligible victims who were gainfully employed and suffered a loss of income due to attending court proceedings and/or meetings with investigative agencies (For example, law enforcement, Division of Family Services, etc.) or Prosecutor's offices when **NOT** subpoenaed. **Please Note:** In the case of deceased victims, this benefit will apply to the parents, children, and spouse of the decedent. To apply for Lost Wages benefits, please provide the following documentation:

### Required Documents

<input type="checkbox"/>	Proof of at least 60 days of income prior to the court proceedings and/or meetings with investigative agencies/prosecutor's offices. If you were employed less than 60 days prior to this, please send proof of income since your hire date (For example, Pay Stubs, Payroll History, W-2 Form, Federal Tax Return Transcript, etc.)
<input type="checkbox"/>	Copy of Valid Business License/Permit/Occupational License, if applicable (submit if self-employed at the time of the loss).
<input type="checkbox"/>	Proof of employment. The employer may submit <b>A)</b> the enclosed Employment Verification Form along with their business card <u>or</u> <b>B)</b> a letter on business letterhead stating the following: <ol style="list-style-type: none"> <li>1. Dates of employment</li> <li>2. Hourly wage</li> <li>3. Number of hours worked per week</li> <li>4. Work dates missed due to the court hearings/investigative meetings</li> <li>5. Wages lost</li> <li>6. The dates of paid leave</li> <li>7. Amount/dates of any disability pay</li> </ol>
<input type="checkbox"/>	Proof of attendance at court proceedings and/or meeting dates when <b>NOT</b> subpoenaed that match work dates missed. (For example, proof from the investigative agency or prosecutor's office of partial or full day attendance <b>for this victimization.</b> )

**Please Note:** Additional documentation may be requested once the above information has been received and reviewed.