



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 the following 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:

- Eligible victims or the parent/legal guardian of a minor victim
- Parents, children, and spouse of a deceased victim

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 A) the enclosed Employment Verification Form along with their business card <u>or</u> B) a letter on business letterhead stating the following: <ol style="list-style-type: none">1. Dates of employment2. Hourly wage3. Number of hours worked per week4. Work dates missed due to the court hearings/investigative meetings5. Wages lost6. The dates of paid leave7. Amount/dates of any disability pay
<input type="checkbox"/>	Proof of attendance at court proceedings and/or meeting dates when NOT subpoenaed that match work dates missed. (For example, proof from the investigative agency or prosecutor's office of partial or full day attendance for this victimization.)

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