

Last name

REQUIRED

HOW

Max. 100 characters

Ex. Smith

First name

REQUIRED

HOW

Max. 100 characters

Ex. Joe

Relationship

REQUIRED

HOW

Use one of the following values:

Employee: Self, self, Employee, employee, EE, ee

Spouse: Spouse, spouse, SP, sp

Child: Child, child, Dependent, dependent, CH, ch, Dep, dep

Birthdate

REQUIRED

HOW

Numbers and forward slashes

Ex. mm/dd/yyyy or m/d/yy

Gender

REQUIRED

HOW

Use one of the following values: Male, male, Female, female, M, m, F, or f

Home Zip Code

REQUIRED

HOW

5 or 9 digits

Ex. 84111 or 84111-1001

