

Domestic Partners

Overview

To be an employer of choice, be more competitive in the marketplace to recruit and retain talent, treat all employees fairly and equally, promote diversity in the City's workforce, and promote employee satisfaction and morale, City-sponsored benefits, which include medical, dental, vision, and life insurance coverage, will be available to domestic partners (same and opposite gender) and their dependent children in 2012.

What is a Domestic Partnership?

Domestic partnership is defined as a committed relationship between two (2) adults, which meets ALL of the following conditions: **a)** partnership is in effect for at least six (6) months; **b)** both partners are at least 18 years of age; **c)** both partners are each other's sole domestic partner and intend to remain so indefinitely; **d)** neither partner is married (including common-law) to, or legally separated from anyone else; **e)** partners are not related by blood or marriage to a degree of closeness that would prohibit marriage; **f)** both partners agree they are in a committed relationship and consider each other jointly responsible for each other's common welfare and financial obligations; **g)** both partners agree that they are not in the relationship solely to obtain benefits coverage.

Required Information

To add a domestic partner to the City's health plan, you must provide your partner's social security number, date of birth, and a completed **Affidavit of Domestic Partnership**. The Affidavit of Domestic Partnership can be found in the *Domestic Partner Enrollment Packet*. In addition, you will need to provide **TWO** of the following supporting documents: joint lease or mortgage; joint bank account; joint credit card; jointly paid household expense (i.e. utility bill) with both of your names on it; beneficiary of life insurance or will; or power of attorney.

Domestic Partner Enrollment Packet

The *Domestic Partner Enrollment Packet* includes an enrollment form, the Affidavit of Domestic Partnership, and information regarding domestic partner tax implications. To obtain the *Domestic Partner Enrollment Packet*, contact your department's Human Resources Generalist, call Human Resources Customer Service at (210) 207-8705, log onto the COSAweb and click on the Domestic Partner Enrollment Packet link under the Human Resources section, or visit www.sanantonio.gov/hr/employee_information/benefits/benefits_civ.asp. The completed enrollment packet along with all of the required information must be submitted to your department's Human Resources Generalist or to Human Resources Customer Service during Open Enrollment or within 31 days of establishing a domestic partnership to add your domestic partner to the City's health plans.

Domestic Partner Tax Implications

When you enroll your domestic partner or your partner's child in one of the City's health plans, the IRS considers the City's contribution toward the additional coverage as income for federal tax purposes. This income applies even if you pay no biweekly premium for your health care plan, and it increases your taxable gross income for federal taxes and FICA (Social Security and Medicare).

Additionally, any increase in your biweekly payroll deduction amount to cover your domestic partner and/or your partner's child is also taxable. Taxes are withheld from your paycheck and will be reported on your annual W-2 form. More details are provided in the *Domestic Partner Enrollment Packet*.

Contact Us

For additional information, contact your department's Human Resources Generalist, call Human Resources Customer Service at (210) 207-8705, attend an Open Enrollment Fair, or visit www.sanantonio.gov/hr.