

Telephonic Signature Script for LIFE

Telephonic Signature ID

In order to complete your request for help, the next portion of this call will be recorded and kept in a confidential file. Do I have your permission to begin recording?

Signing Your LIFE RFA

I will now read a summary of the information you have provided and record your verbal signature. This is done to confirm what you said, and make sure you understand everything we have discussed. Please listen carefully and let me know if any of the information needs to be changed.

Summary of Your Requests

You have requested the following programs:

- Living Independently through Financial Empowerment (LIFE)

(Summarize LIFE RFA information provided by the applicant)

Completing the Signature

A signature over the phone has the same legal effect and can be enforced in the same way as a written signature. Would you like to sign this LIFE RFA over the phone?

I will now read you a list of statements. If you have any questions or concerns with any of these statements, please feel free to interrupt and ask questions or express concerns at any time. After each statement I read, please say yes if you heard, understand, and agree to the statement:

1. I authorize the agency to request and receive any information that is appropriate and necessary for the proper administration of the LIFE program. Sources of information may include, but are not limited to, the Internal Revenue Service, Social Security Administration, Unemployment Insurance Division, and the Department of Transportation. I also understand that any person, including any financial institution, credit reporting agency, employer, or educational institution is authorized to release this information, according to Wisconsin Statutes section 49.22(2m) and 49.138.
2. I understand that providing my SSN is a condition of eligibility for assistance and required by section 1137 of the Social Security Act and that my SSN will be utilized in the administration of the program.
3. I understand that personal information I provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m), Wisconsin Statutes] and that information provided is used only to process this application.
4. I attest that all of the information I have provided is true and accurate to the best of my knowledge.

Please state your full legal name, today's date and the current time.

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Summarize Next Steps

Thank you, you have now completed the telephonic signature for your application.

(Summarize next steps, including any required verification documents the applicant must submit)