



RICHLAND CENTER CLTS WORKER SET-UP FORM

Instructions: Please fill out any information in Sections 1 and 2, where applicable. Both the worker and the participant, or the participant's representative (Legal Guardian or POA), must sign and date the bottom in order to be considered complete. For any questions or concerns, please contact our office at (855) 527-3848. Please submit the completed form to **Premier Financial Management Services (PFMS)** via one of the following options below:

Mail: PO Box 26001 Milwaukee, WI 53226	Drop Off: 10425 W North Ave. Suite 345 Milwaukee, WI 53226	Email: WICLTS@premier-fms.com	Fax: 1-855-424-8657
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WORKER'S INFORMATION

Name: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Home #: _____ Cell #: _____ Work #: _____

Email Address: _____

Date of Birth: ____ / ____ / _____ Social Security Number: _____

PARTICIPANT'S INFORMATION

Name: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Home #: _____ Cell #: _____ Work #: _____

Email Address: _____

Date of Birth: ____ / ____ / _____

By signing below, you certify that the information on this form is accurate and that you have all supporting documentation that may be needed to verify your selection.

Worker Signature: _____ Date: ____ / ____ / _____

Participant Signature: _____ Date: ____ / ____ / _____