

04 *Items to Complete - Overview*

Before ending the interview, complete the following:

- Review the application to ensure that all questions on the application are answered. When the EI assists the participant in completing the application, the participant must complete and sign the Application Documentation Addendum (FA-001-D).
- Have the participant [sign the application](#).
- Complete the fingerprint imaging requirements. (See [AFIP](#) for policy and procedures)
- When any verification has been provided DURING or AFTER the interview, date stamp and copy the documents.

EXCEPTION

When the verification is a legal document, date stamp ONLY the copy.

- Place the copies in the appropriate section of the case file. (See [Case File Format](#))

ARCHIVED (04/01/07 to 06/30/07)