

GUIDELINES FOR STATE AND LOCAL VITAL RECORDS OFFICES
ACCEPTABLE PICTURE IDENTIFICATION AND OTHER DOCUMENTS –
Revised 03/11/2004

1. Picture identification must be government issued; it cannot be expired.
Acceptable picture ID include the following examples:

Driver's license
Dept. of Motor Vehicles Picture Identification
Passport
Military ID
Certificate of Naturalization
Alien Registration Card or Work Visa
Any picture ID with a signature issued by a state government agency, Dept. of Human Services ID

2. If the applicant does not have a picture ID, he or she must supply two different documents with a current name and address that match each other and the application. Also, the applicant must sign the VS-82 ID form entitled "Documentary Evidence for Individuals Not Possessing an Acceptable Picture Identification".

Acceptable documents include:

Car registration
Utility bill, e.g., electric, gas or oil
Phone bill
Pay stub
Bank statement
Personal check with address
EXPIRED picture identification from #1 counts as one of these
Letter addressed to applicant from government agency, e.g., DHS, WIC
Copy of income tax return
Disability award from SSA
Correspondence with other government agency

Letter on letterhead and signed by an official of a group home, stating that the applicant resides there.

Documentary Evidence for Individuals Not Possessing an Acceptable Picture Identification

I declare that I do not have a Picture Identification and that I have presented the TWO ATTACHED documents that have been accepted by the State/Local Office of Vital Records.

Please PRINT the following information:

Name of applicant

Applicant's residence address (house number, street name, city/town, state, zip code)

Signature of applicant

Date of signature

Instructions for Issuing Clerk:

Please check off any TWO (or any one item twice) from the list below.

ATTACH a photocopy of BOTH documents to this form. Both documents **must** include the name and the address of the applicant that match each other and the Application Form.

___ Utility bills

___ Bank statements

___ Car registration

___ Copy of income tax return

___ Personal check with address

___ Pay stub

___ Lease/rental agreement

___ Letter from government agency requesting a vital record, e.g., DHS, WIC

___ Disability award from SSA

___ Personally known to me: _____
Signature of issuing clerk

___ Other: _____
Description