

ACCEPTABLE IDENTIFICATION DOCUMENTS

(PHOTOCOPIES WILL NOT BE ACCEPTED)

All acceptable documents presented for verification or proof must be valid (current and not expired).

GROUP A Written Signature	GROUP B Proof of Date of Birth **	GROUP C Social Security Number	GROUP D Residency (Two Documents Required) ****
Canceled Check (w/in 90 days) CDTP Certification Form Court Order Credit Card- Major Brand * Driver Education Certificate (BlueSlip) Government Drivers License Government ID Card Illinois Drivers License - current Illinois Identification Card - current Medicare Card -with suffix A, J, H, M or T Military Drivers License - U.S. Military Identification Card - U.S. Military Service Record - DD214 Mortgage or Installment Loan Document Out-Of-State Drivers License - current Out of State ID Card - current Passport - Valid US or Foreign Social Security Card U.S. Citizenship and Immigration Services (USCIS) forms: - I-551 (Alien Registration Card) - I-766 (Employment Authorization Card) - I-94 (Arrival/Departure Record) With Valid Passport	Adoption Records Birth Certificate *** Court Order - Change of Birth Date Official Grade/High School Transcript Illinois Drivers License - current Illinois Identification Card - current Military Drivers License - US Military Identification Card- US Military Service Record - DD214 Naturalization Certificate Passport- Valid with complete Date of Birth Social Security Award Letter (Primary Beneficiary Only) U.S. Citizenship and Immigration Services (USCIS) forms: - I-551 (Alien Registration Card) - I-571 (Refugee Travel Document) - I-766 (Employment Authorization Card) - I-797A (Notice of Action Status Change) - I-94 (Arrival/Departure Record) With Valid Passport U.S. Passport Card- Valid with complete Date of Birth U.S. Visa	Illinois Drivers License Record Illinois Identification Record Military Drivers License - US Military Identification Card - US Military Service Record - DD214 Social Security Award Letter (Primary Beneficiary Only) Social Security Card - issued by Social Security Administration Note: Documents must contain the applicant's name and full SS#. If using an IL DL or ID record the SS# must have been previously verified with SSA.	Affidavit - Certificate of Residency Credit Report issued by Experian, Equifax or TransUnion - dated within 12 month's of application Deed/Title, Mortgage, Rental/Lease agreement Insurance Policy (Homeowner's or Renter's) Medical claim or statement of benefits from private insurance company or public (government) agency, dated within 90 days of application Official mail received from a State, County, City or Village or a Federal Government agency that includes first and last name of the applicant and complete current address. This may include, but is not limited to: - Homestead Exemption Receipt - Illinois FOID card - Jury Duty Notice issued within 90 days of application - Selective Service Card - Social Security Annual Statement - Social Security Disability Insurance (SSDI) statement - Supplemental Security Income (SSI) benefits statement - Voter Registration Card Pension or Retirement Statement Phone Book, produced by a phone book publisher Tuition invoice or other official mail from college or university dated within the 12 months prior to application Vehicle Registration Card Utility Bill - Electric, water, refuse, telephone (land or cell), cable or gas, issued within 90 days of application Documents listed in Groups A, B or C, that contain the full residence address may also be used for Group D (Residency) Note: Documents must contain the applicant's full residence address.

After review of all identification presented, Secretary of State management has the right to accept or refuse any document.

Note: For a name change, the identification must be a document that provides a link to the established DL/ID file.

*** GROUP A:** Acceptable Major Brand Credit Cards are (American Express, Diners Club, Discover, Master Card & Visa)

**** GROUP B:** Documents must contain the applicant's full name and complete date of birth and must be verifiable. To be verifiable, it must be possible to contact the regulatory authority to confirm the authenticity of the document.

******* Original or certified by a Board of Health or Bureau of Vital Statistics within the U.S. or by the U.S. State Department, U.S. territories or Canada. A certified copy produced by the issuing jurisdiction which has an embossed seal or an original stamped impression.

Foreign passports and foreign birth certificates are accepted as "proof" if accompanied by any other item listed in Group B.

****** GROUP D:** Only 1 document is required for applicants under the age of 5 years old applying for an identification card or anyone applying for a no-fee identification card presenting a "Homeless Status Certification".

UNACCEPTABLE IDENTIFICATION DOCUMENTS

Bond Receipt or Bond Card

Business Cards

Check Cashing Cards

Club or Fraternal Membership Cards

College or University Identification Cards

Commercially produced (non-State or unofficial) ID Cards

Fishing License

HFS (Healthcare and Family Services) Cards

Handwritten ID or Employment Cards

Hunting License

Instruction Permit/Receipts

Insurance and/or Bail Bond Cards

Library Card

Personal Mail

Temporary Drivers License

Traffic Citation (Arrest Ticket)

Video Club Membership Cards

Wallet ID's

Unlicensed Financial Institution Loan Papers

Illinois Secretary of State Document Requirements to Obtain A Driver's License or Identification Card

The "Acceptable Identification Document" chart lists various acceptable forms of identification that may be used to provide proof of identity for the following: Name, Date of Birth, Social Security Number and Residency. Signature is listed and required for comparison in the verification process. The number of documents required is dependent on whether you are a first time applicant or requesting a duplicate or corrected Driver's License or Identification Card. One document may meet more than one "Group" requirement.

An applicant applying for a first time Driver's License or Identification Card or changing information must present the appropriate documents to prove or verify the person's identity. Review the list below for requirements for the document that you are applying for. New residents must surrender any out of state licenses or identification cards issued prior to the issuance of an Illinois Driver's License or Identification Card.

1. First Time Illinois Drivers License or Identification Card:

If applying for a License or Identification Card for the first time in the state of Illinois you must present:

- 1 form of identification that covers Group A, Group B and Group C
- 2 forms of identification from Group D

Note: Only 1 form from Group D is required for applicants under the age of 5 years old applying for an identification card or anyone applying for a no-fee identification card presenting a "Homeless Status Certification".

* [see exception below for Temporary Visitor's Driver's License]

2. Duplicate/Corrected Illinois Drivers License or Identification Card:

If a valid License or Identification Card has been lost or stolen and you need a duplicate card created, or if you want to make a change to an existing card being surrendered such as name, address, classification etc., you must present:

- 1 form of identification from Group A
- 1 form of identification from Group B, C or D

Note: 2 forms from Group D will be required if requesting an address change to appear on the document unless under the age of 5 years old applying for an identification card or anyone applying for a no-fee identification card presenting a "Homeless Status Certification".

* [see exception below for Temporary Visitor's Driver's License]

All applicants who request a change in Name, Date of Birth, Social Security Number or Gender must provide acceptable identification to create a link pertaining to the change between the previous information and the new information.

3. Renew Illinois Drivers License or Identification Card:

If renewing a License or Identification Card and no changes are required you need only present the current License or Identification Card. If you do not have the current License or Identification card to surrender you must present:

- 1 form of identification from Group A
- 1 form of identification from Group B, C or D

Note: 2 forms from Group D will be required if requesting an address change to appear on the document unless renewing a no-fee identification card presenting a "Homeless Status Certification".

* [see exception below for Temporary Visitor's Driver's License]

* [Applicants for **Temporary Visitor's Driver's License** are not required to present documents from Group C. Instead, every transaction must be accompanied by a letter on Social Security Administration letterhead, issued within 90 days prior to the date of application, verifying their ineligibility for a social security number.]