

**1. PRIMARY IDENTIFICATION**

**Bring One Original of the following documents with complete name**

- ☐ U.S. birth certificate, including some U.S. territories and District of Columbia (birth certificates from Puerto Rico must have an issue date after July 1, 2010)
- ☐ Valid U.S. passport or passport card
- ☐ Consular Report of Birth Abroad
- ☐ Certificate of Naturalization, form N-550 or form N-570
- ☐ Certificate of Citizenship, form N-560 or form N-561

*Notes:*

- Only a birth certificate issued by a county health department or the CDC Bureau of Vital Statistics will be accepted. Hospital birth certificates are not considered a certified document and will not be accepted.
- When applicable, marriage certificates, court orders or divorce decrees must be provided to link the name on the primary identification to the name on the driver license or ID card.

**2. PROOF OF SOCIAL SECURITY**

**Bring One Original of the following documents with complete name and Social Security number**

- ☐ Social Security card
- ☐ W-2 form (not handwritten)
- ☐ Paycheck/stub
- ☐ SSA-1099
- ☐ 1099 form (not handwritten)



## U.S. CITIZEN

### 3. PROOF OF RESIDENTIAL ADDRESS

**Bring Two of the following documents, copies are accepted**

*Note: Current driver license or ID card may not be used as proof of residential address.*

- ☐ Household information document- Deed, mortgage, monthly mortgage statement, or residential rental/lease agreement
- ☐ Florida Voter Registration Card
- ☐ Valid Florida Vehicle/Vessel Registration or Title
- ☐ Utilities bills – (Ex. water, gas, electricity, cell phone, cable) (must be dated within the last 60 days)
- ☐ Automobile Payment Booklet (must be dated within the last 60 days)
- ☐ Selective Service card (must be dated within the last 60 days)
- ☐ Medical or Health card and/or Medical bill (must be dated within the last 60 days)
- ☐ Homeowner's and/or Automobile insurance policy or bill (must be dated within the last 60 days)
- ☐ Employer Documentation (W-2 form or 1099 form, paycheck stub must be dated within the last 60 days)
- ☐ A letter from a homeless shelter, transitional service provider, or half-way house verifying that the customer resides at the shelter address (must be dated within the last 60 days)
- ☐ Financial Statements (bank, credit cards or investment accounts) (must be dated within the last 60 days)
- ☐ Mail/Documents issued by Federal, State, County or City government agencies (including city and county agencies) (must be dated within the last 60 days)
- ☐ FDLE Registration form completed by the local sheriff's department or Department of Corrections dated with last 60 days



Customers, EXCLUDING MINORS, who do not have any of the above documents in their name, may have the person they reside with complete a [Certification of Address](#) form along with two proof of address documents listed on that form. The person the customer lives with must be present at the issuance office or must sign a Certification of Address form in the presence of a notary. Parents/Guardians of a minor must provide two proofs of address in their name from the list above along with documentation establishing family or guardian relationship i.e., Birth Certificate, court guardianship documents, or adoption paperwork etc. The completion of the Certification of Address form is not required.

**Two acceptable proofs of residential address** (in the name of the person you reside with)

Must provide **one (1)** household information document with the residential address in the name of the person you reside with:

- ☐ Deed
- ☐ Mortgage Agreement
- ☐ Recent Monthly Mortgage Statement
- ☐ Rental or Lease Agreement

Must provide **one (1)** supporting document with the residential address in the name of the person you reside with:

- ☐ Florida Voter Registration Card
- ☐ Selective Service Card
- ☐ Florida Vehicle or Vessel Documentation
- ☐ Utility Bills dated within the last 60 days (ex. water, gas, electricity, telephone/cell, cable, etc)
- ☐ Financial Statement dates within the last 60 days (ex. bank, credit card or investment account statements)
- ☐ Professional license issued by a U.S. government agency
- ☐ Employer Documentation dated within last 60 days (ex. paycheck stub, W-2 form)
- ☐ Insurance policy or bill for homeowner's and/or automobile dated within last 60 days
- ☐ Documents issued by federal, state, county or city government agencies dated with last 60 days

