

## ACCEPTABLE IDENTIFICATION DOCUMENTS FOR VITAL RECORDS REQUESTS

### PRIMARY IDENTIFICATION DOCUMENTS

**Note: The document must contain the applicants name and signature and or an identifiable photo of the applicant.**

- Driver's License;
- Federal or State Identification card;
- Federal, State or City law enforcement employment identification card, or employment badge accompanied by employment identification card;
- Offender Identification card issued by the Department of Criminal Justice correctional facility or institution;
- Military Identification card;
- Department of Homeland Security, United States Citizenship and Immigration Services (USCIS) issued:
  - Employment Authorization Document (EAD);
  - Permanent Resident Card (green card);
  - Travel Documents:
    - Re-entry Permit;
    - Refugee Travel Permit; or
    - Advance Parole;
  - SENTRI Card; or
  - U.S. Citizen Identification Card;
- United States Department of State issued:
  - Border Crossing Card (B1 for business or pleasure or B2 medical purposes); or
  - Visa;
- Concealed Handgun License;
- Pilot's license; or
- United States Passport.

### SECONDARY ACCEPTABLE ID

**Please provide two (2) of Group B IDs.**

**Note: One document must contain the applicants name and signature and or an identifiable photo of the applicant.**

- Current student identification;
- Any Primary Identification that is expired;
- Signed Social Security card, or Numident;
- DD Form 214 Certificate of Release;
- Medicaid card or Medicare card;
- Veterans Affairs card;
- Medical insurance card;
- Foreign Passport accompanied by a Visa issued by the United States Department of State;
- Foreign Passport in accordance with the United States Department of State, Visa Waiver Program;
- Certified birth certificate from the Department of State (FS-240, DS-1350 or FS-545);
- Private Company Employment Identification card;
- Form I-94 - accompanied by the applicant's Visa or Passport;
- Mexican voter registration card; or
- Foreign Identification with identifiable photo of applicant.

### SUPPORTING DOCUMENTS

**Please provide one (1) from Group B  
PLUS two (2) from Group C**

**Note: one document must contain the applicants name and signature and or an identifiable photo of the applicant Note: This list of items consist of other records or documents that aid in establishing the identity of the applicant.**

- Recent Utility bill with current address;
- Recent Paycheck stub;
- Public assistance applications or letters;
- Signed valid voter's registration card;
- Police report of stolen identification;
- Official School transcript;
- Bank account statement;
- Social security letter;
- Marriage license;
- Divorce decree;
- Certified birth certificate from a state other than Texas, District of Columbia or other country;
- Automobile insurance card or contract;
- Lease agreement;
- Loan or installment payment contract;
- Promissory notes or loan contracts;
- Court order;
- Property titles or liens;
- Automobile titles;
- Library card;
- Fishing or hunting license;
- Recent Medical records and bills;
- Auto registration;
- Religious records w/signature of religious official;
- Expired secondary document;
- Recent Rent receipt with address and name;
- Recent Cell phone bill or contract;
- Federal, state, or local tax records; or Dept. of Homeland Security Notices or correspondence.