

Colorado Office of Vital Statistics
 Approved Identity Verification Documents Listing
 List Updated June 1, 2008

Purpose

This document supplements Office of the State Registrar of Vital Statistics - Policy Number 2006-01, which implements HB 03-1224, the Secure and Verifiable Identity Document Act. The following lists have been compiled to assist both customers and reviewing officials in knowing what documents may be used for appropriate, verifiable proof of identity. **Other documents may be accepted or required at the discretion of the State Registrar. If six or more certified copies have previously been issued for the requested birth certificate, then a photo identification document from the primary listing is mandatory.** Customers will be required to present at least one item from the Primary Listing or at least two items from the Secondary Listing. Items must be from separate categories. Each row is a separate category.

Unless otherwise specified below, all items must have been issued in the U.S.

Primary Listing – All documents presented must be current and valid. Expired documents drop to the Secondary Listing. Documents that do not contain either an issue or an expiration date will not be considered acceptable.

Category	Comment
Alien Registration Receipt or Permanent Resident Card	INS Form I-151 or I-551
Certificate of US Citizenship	INS Form N-560 or N-561
CO Department of Corrections ID Card	Issued by the Colorado Department of Corrections. The card must match the record EXACTLY (with the exception of middle and/or married names).
CO Temporary Drivers License Renewal Form PLUS expired CO drivers license	MUST be within the 30-day period and MUST be accompanied by a recently expired CO driver's license with hole punched in it.
Employment Authorization Card	INS Form I-766
Foreign Passport	May be verified with embassy or consulate or with INS. NOTE – Foreign nationals in the United States should be in possession of a valid passport or visa, and this should be the primary mechanism for verifying their identity.
Photo Driver License	Issued by a US State or territory, or by a country listed in the <i>International ID Checking Guide</i> (latest edition). MUST contain a photograph. Non-US MUST be verified using guide. The address on the license does not need to be the applicant's current address.
	Listing continued on next page

Photo ID Card	Issued by government agency (federal, state or local). Must be verifiable by the issuing agency, and must contain either an issue or an expiration date.
School, University or College ID Card	Photo type, issued by a US school system, university, college, technical or trade school. Non-US student IDs are not acceptable. ID must be current.
Temporary Resident Card	INS Form I-688, I-688A, or I-688B
Tribal ID Card	Issued by US Bureau of Indian Affairs
US B1/B2 Visa Card	MUST be accompanied by a currently valid I-94 card
US Certificate of Naturalization	INS Form N-550 or N-570, with intact photo
US Citizenship ID Card	INS Form I-197
US Military ID Card	Active duty, dependent, retired, reserve and National Guard
US Passport	Issued by US Department of State

Secondary Listing

NOTE: Any item that is expired is to be examined closely. If there is any doubt regarding its authenticity, it is to be rejected. **Expired documents may only be used as a secondary document if they have expired within 6 months of the current date. If the document presented has been expired for more than 6 months, it is to be rejected (i.e. if the document presented expired 1/1/07, it may be used as a secondary document until 6/30/07).**

Category	Comment
Acknowledgment of paternity document	Issued by a hospital, or a State Vital Records or Local Vital Records office
Birth certificate of the applicant	Issued by a US local, state, territorial or federal government. Birth certificates issued for a foreign government are not acceptable, but they may be used to support an appeal.
CO Temporary Drivers License Renewal Form	Must be within the 30-day period, usually accompanied by a recently expired CO driver's license with hole punched in it.
Court order for adoption or name change	Issued by a municipal, state, territorial or federal court in the US
Craft or trade license	Issued by CO Dept of Regulatory Affairs (DORA)
DD-214	US Military separation document
Divorce decree	Issued by a US State or territory with official signature
Hospital birth worksheet	Only for infants less than six months of age at time of request. Verify with hospital of birth.
Hunting or Fishing license	Must be current. Issued by Colorado Department of Wildlife
IRS-TIN card	Taxpayer ID Number card issued by IRS
Marriage license	Issued by a US State or territory
Medicare card	Issued by US Social Security Administration
Merchant mariner card	Issued by US Coast Guard
	Listing continued on next page

Motor vehicle registration or title	Issued by a US State or territory
Pilot license	Issued by FAA
State, territorial or federal prison or corrections card	Issued by a US state or territory or the Federal Bureau of Prisons. City and County Detention Facility cards are NOT acceptable.
Probation documents	Issued by a US State or territory; dated within last 6 months
Property tax receipt	Within past year
Selective service card	Issued by US Selective Service. Selective service cards issued by other countries are NOT acceptable.
Social Security Card	Issued by US Social Security Administration
Social services card	Issued by a US State or territory, includes Medicaid card or WIC card or check. Cards must include an expiration date and can not be expired.
Voter registration card	Issued by a US/State/County/City Government entity
Weapon or gun permit	Issued by a municipal, state, territorial or federal government in the US
Work ID, Paycheck Stub or W-2	The paycheck stub must have been issued within the last three months, and the W-2 within the last tax year.
Non-Expiring State ID cards	Must be verified using ID manual, must contain an issue date, and that date must be within the last five years.

NOT Acceptable in any circumstance

Category	Comment
Matricula consular cards	The Colorado legislature specifically identified this item for exclusion.
City & county detention center ID cards	Jail ID's are normally not released to former inmates, and are also not verifiable.
Novelty ID cards	These cards may take a variety of formats, some of which are very close in appearance to an official ID. Often the only difference will be a small notation on the back of the card. When in doubt, check with the State Vital Records Security Officer at (303) 692-2232 or the ID Coordinator at 303-692-2235.
Souvenir birth certificates	Issued by hospitals, often with baby's footprints
Veterans Universal Access ID cards	While this is issued by US Veteran's Administration, the information they use to produce the card is not verified by the issuing agency.
Undated documents	ID documents that do not have either: (1) an issue date OR (2) an expiration date AND cannot be verified are not reliable proof of ID.

Identity Verification Documents Listing continues on next page.

Items no longer accepted

Category	Comment
Identity cards for Hurricane Katrina evacuees issued by FEMA and others	These cards were intended for use only during the emergency period following the mass evacuation after the hurricane. These are no longer acceptable for identity verification.