

ELP BADGING OFFICE - LIST OF ACCEPTABLE DOCUMENTS **(REQUIRED FOR BADGING)**

AIRPORT ID BADGE APPLICANTS PRESENT **TWO (2) FORMS** OF UNEXPIRED GOVERNMENT ISSUED IDENTIFICATION

- ONE FORM OF ID MUST INCLUDE A PHOTO TO ESTABLISH IDENTITY
- ONE FORM OF ID MUST ESTABLISH EMPLOYMENT AUTHORIZATION

Documents that Establish either Identity or Employment Authorization

1. U.S. Passport or U.S. Passport Card



2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551) or a foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa



3. Employment Authorization Document that contains a photograph (Form I-766)



4. In the case of a nonimmigrant alien authorized to work for a specific employer incident to status, a foreign passport with Form I-94 or Form I-94A **bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status**, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitation identified on the form



Documents that Establish Identity

1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address



2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address



NOTE: Please ensure you have **TWO (2) forms** of unexpired government identification. One form of ID must establish identity. One form of ID must establish employment authorization.

THIS IS A TSA REQUIREMENT FOR ALL BADGING TRANSACTIONS

If you are a current badgeholder, you must bring your Airport ID badge and TWO (2) forms of unexpired government identification.

If an employee has or is applying for a driving endorsement on their Airport ID badge, the employee must also bring a valid driver's license (this can fulfill the requirement for the identity document).

If names are not matching on all documents, applicants must bring in supporting documentation showing the legal name change

Documents that Establish Employment Authorization

1. Social Security Account Number card, unless the card includes one of the following restrictions:
 - not valid for employment
 - valid for work only with INS or DHS authorization



2. Certification of Birth Abroad issued by the Department of State or Certification of Report of Birth issued by the Department of State (Form FS-545, DS-1350 or FS-240)



3. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal



4. Certificate of Naturalization



5. US Citizen (Form I-197) or Resident Citizen (Form I-179) Cards



LISTS OF ACCEPTABLE DOCUMENTS

All documents must be UNEXPIRED

Employees may present one selection from List A
or a combination of one selection from List B and one selection from List C.

LIST A Documents that Establish Both Identity and Employment Authorization	OR	LIST B Documents that Establish Identity	AND	LIST C Documents that Establish Employment Authorization
1. U.S. Passport or U.S. Passport Card		1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address		1. A Social Security Account Number card, unless the card includes one of the following restrictions: (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)		2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address		2. Certification of report of birth issued by the Department of State (Forms DS-1350, FS-545, FS-240)
3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa		3. School ID card with a photograph		3. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
4. Employment Authorization Document that contains a photograph (Form I-768)		4. Voter's registration card		4. Native American tribal document
5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status: a. Foreign passport; and b. Form I-94 or Form I-94A that has the following: (1) The same name as the passport; and (2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.		5. U.S. Military card or draft record		5. U.S. Citizen ID Card (Form I-197)
		6. Military dependent's ID card		6. Identification Card for Use of Resident Citizen in the United States (Form I-179)
		7. U.S. Coast Guard Merchant Mariner Card		7. Employment authorization document issued by the Department of Homeland Security
		8. Native American tribal document		
		9. Driver's license issued by a Canadian government authority		
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI		For persons under age 18 who are unable to present a document listed above:		
		10. School record or report card		
		11. Clinic, doctor, or hospital record		
	12. Day-care or nursery school record			

Examples of many of these documents appear in the Handbook for Employers (M-274).

Refer to the instructions for more information about acceptable receipts.