An applicant must provide documents worth 300 points from categories A and B or provide documents worth at least 400 points from category B. Applicants ages 11-17 must provide 50% of the number of points required of adults. An applicant must provide proof of residence in the county by providing a document with their own name may present a document with the name of a spouse or domestic partner—together with a certificate of marriage, civil union, or domestic partnership—or a child’s birth certificate. A maximum of two documents of one type may be used.

Category A
Provide at least one original document with photograph for 300 points

Category B
Other identity credentials

Category C
Proof of Kalamazoo Co Residency

Documents must be current or dated within 60 days of application date

C-1 Financial institution account statement
C-2 Utility (electricity, gas, heating, water or internet) or credit card bill or statement
C-3 Letter or record addressed to applicant from a school, college, or university located in Kalamazoo County that the applicant or applicant’s child attended
C-4 Life, health, auto or home insurance policy document
C-5 Letter or record from a hospital or medical treatment facility addressed to applicant or letter confirming residency in the past 60 days
C-6 Letter or record from a Kalamazoo County religious organization, social services agency, or homeless shelter confirming residency or services provided within past 60 days
C-7 Affidavit of identifying witness who appears with applicant and presents photo ID unless such affidavit is used to satisfy ID requirement in category B

Documents must be dated within one year of application or unexpired

C-8 Housing lease or rental agreement, unexpired (subleases are acceptable if accompanied by original lease)
C-9 Employment record including pay stub, W-2, W-4 or earnings statement issued with employer’s name and address
C-10 Federal, state or Kalamazoo County government-issued document, letter or record
C-11 Michigan title or vehicle registration
C-12 Mortgage or local property tax statements

Federal documents

B-1 US Selective Service registration card ........................................ 125
B-2 Immigration documents I-797, I-797A/B or I-797D issued by DHS ........................................ 125
B-3 Military discharge or separation documents (DD-214) ........................................ 125
B-4 Letter from Department of Education with proof of relationship dated within 60 days of application ........................................ 75
B-5 US government document including but not limited to Dep’t of Public Health, Social Security Administration, US military, federal, state, or county courts dated within 60 days of application ........................................ 75

State, Local documents

B-6 Electronic benefit transfer (EBT) card/Express Direct card ........................................ 150
B-7 US voter registration card ........................................ 125
B-8 Michigan driver education certificate (for applicants 17 and younger only) ........................................ 125
B-9 Local property tax statement dated within 1 year of application ........................................ 75
B-10 Survivors of domestic violence: letter from city agency dated within 60 days of application ........................................ 75
B-11 Letter from administration for Children’s Services dated within 60 days of application ........................................ 75
B-12 Michigan temp ID, driver’s license, or learner’s permit without photo dated within 60 days of application ........................................ 75

Health Documents

B-13 Medicare, Medicaid, or MI Health card ........................................ 150
B-14 Health institution statement dated within 1 year of application ........................................ 125
B-15 Private insurance card dated within 60 days of application ........................................ 75

Court & Criminal Documents

B-16 Court order issued by a state or federal court ........................................ 125
B-17 Criminal record check (AFIS) without photo ........................................ 125
B-18 Jury summons or court order dated within 60 days of application ........................................ 125
B-19 Criminal complaint or summons with proof of personal service ........................................ 100
B-20 Inmate debt statement dated within 60 days of application ........................................ 75

Tax & Employment Documents

B-21 Social Security card ........................................ 125
B-22 Taxpayer ID number (TIN) authorization letter in applicant’s name ........................................ 125
B-23 IRS forms W-2, 1099 ........................................ 100
B-24 Employment verification form (I-9) from employer ........................................ 100
B-25 Employment records (W-4, W-2, 1099, or pay stubs) dated within 60 days of application ........................................ 75
B-26 Employment pay stub dated within 60 days of application ........................................ 75

Marriage, Birth, Custody & Adoption Documents

B-27 Certified birth certificate of applicant or applicant’s child (includes applicant’s name & DoB) or certified affidavit of parentage ........................................ 150
B-28 US or foreign birth certificate (original or certified copy) ........................................ 125
B-29 US marriage license or divorce decree (original or certified copy) ........................................ 125
B-30 Michigan adoption record ........................................ 125
B-31 Emancipation petition with file stamp ........................................ 100
B-32 Legal proof of custody or guardianship dated within 60 days of application ........................................ 75

Non-Government Documents

B-33 Affidavit of identifying witness who appears with applicant and presents photo ID ........................................ 100
B-34 Financial institution account records ........................................ 75
B-35 School/trade school records (original diplomas, transcripts, and trade licensing docs) ........................................ 75
B-36 Lease or sublease dated within 1 year of application ........................................ 75
B-37 Cable, phone, utility bill dated within 60 days of application ........................................ 75
B-38 Property mortgage payment receipt dated within 60 days of application ........................................ 75
B-39 Bank, financial, or credit card statement dated within 60 days of application ........................................ 75
B-40 USPS change of address confirmation dated within 60 days of application ........................................ 75
B-41 Insurance statement dated within 60 days of application ........................................ 75
B-42 Power of attorney dated within 60 days of application ........................................ 75
B-43 Baptismal records dated within 60 days of application ........................................ 75