

# KALAMAZOO COUNTY IDENTIFICATION PROGRAM REQUIREMENTS

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 in category C and at least one identity credential that contains the date of birth. An

applicant who is unable to prove residency 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 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

## Category A

### PROVIDE AT LEAST ONE ORIGINAL DOCUMENT WITH PHOTOGRAPH FOR 300 POINTS

	Current or expired within 5 years	Expired within 5-10 years
A-1 Michigan ID/driver's license with Kalamazoo County address . . . . .	300	200
A-2 US or foreign passport . . . . .	200	100
A-3 US or foreign driver's license . . . . .	200	100
A-4 US state identification card . . . . .	200	100
A-5 Photo ID issued by foreign government, including consular ID, elector, or registry cards . . . . .	200	100
A-6 US or foreign military identification . . . . .	200	100
A-7 Common access card (military personnel) . . . . .	200	100
A-8 Visa issued by a government agency . . . . .	200	100
A-9 Tribal identification card . . . . .	200	100
A-10 US permanent resident card or alien registration receipt card (I-551) . . . . .	200	100
A-11 US work permit/DACA with photo . . . . .	200	100
A-12 Elector identification card with photo . . . . .	200	100
A-13 Kalamazoo County ID card (renewals only, card surrendered) . . . . .	300	100
A-14 Current Michigan handgun license . . . . .	200	
A-15 Criminal record check (AFIS) with photograph or printed criminal record with photo . . . . .	200	
A-16 Offender Tracking Information System record (OTIS) . . . . .	200	
A-17 Homeless Management Information System (HMIS) servicepoint ID or record service w/photo . . . . .	200	
A-18 Michigan Department of Corrections prisoner ID card or printout from county jail with photo, name and reference number. . . . .	200	
A-19 Certificate of US citizenship/naturalization . . . . .	200	
A-20 Michigan social services agency, education, employee, or healthcare photo ID . . . . .	100	
A-21 Kalamazoo Metro Transit ID card with photo . . . . .	75	
A-22 US union photo ID . . . . .	75	
A-23 Educational institution records with photo . . . . .	75	
A-24 Credit/debit card with photo . . . . .	75	

## Category B

### OTHER IDENTITY CREDENTIALS

#### 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 Dept. 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 photograph . . . . . 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 Banking, 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