

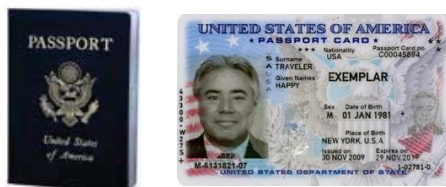
# ELP BADGING OFFICE - LIST OF ACCEPTABLE DOCUMENTS **(REQUIRED FOR BADGING)**

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



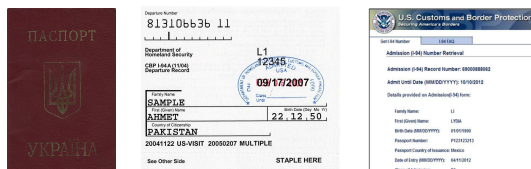
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551) or a foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa



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
  - **THIS CARD CANNOT BE LAMINATED**



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. A Social Security Account Number card, unless the card includes one of the following restrictions:
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)		(1) NOT VALID FOR EMPLOYMENT
3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa	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) VALID FOR WORK ONLY WITH INS AUTHORIZATION
4. Employment Authorization Document that contains a photograph (Form I-766)	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	(3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION
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.	3. School ID card with a photograph	2. Certification of report of birth issued by the Department of State (Forms DS-1350, FS-545, FS-240)
	4. Voter's registration card	
	5. U.S. Military card or draft record	
	6. Military dependent's ID card	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
	7. U.S. Coast Guard Merchant Mariner Card	4. Native American tribal document
	8. Native American tribal document	5. U.S. Citizen ID Card (Form I-197)
	9. Driver's license issued by a Canadian government authority	6. Identification Card for Use of Resident Citizen in the United States (Form I-179)
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	7. Employment authorization document issued by the Department of Homeland Security
	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.