

IDENTITY VERIFICATION DOCUMENTS

Acceptable identification documents for Paid Family and Medical Leave

You must provide identification verification documents with your Paid Family and Medical Leave application. **Please submit one stand-alone document OR two alternate documents from the list below.** Do not send originals.

Stand-alone documents (one of these)

- **Valid** United States government (federal or state) issued form of identification (i.e., passport, passport card, ID card, enhanced or standard driver's license, B1/B2 Visa Border Crossing Card, etc.)
- **Valid** United States Citizenship and Immigration Service ID. Acceptable forms are:
 - I-327 U.S. Permit to Re-Enter Travel Document
 - I-571 U.S. Refugee Travel Document
 - I-551 Permanent Resident Card
 - I-766 Employment Authorization
- **Valid** foreign government issued form of identification (i.e. passport, consular ID card, national identification card or "cedula" with signature and photo, etc.)
- **Valid** enrollment ID card from a federally recognized Indian tribe (must include your signature and photo)
- **Valid** U.S. Bureau of Indian Affairs issued ID card (must include your signature and photo)

Alternate documents (two of these)

- **Expired** United States government (federal or state) issued form of identification (i.e. passport, passport card, ID card, enhanced or standard driver's license, B1/B2 Visa Border Crossing Card, etc.)
- **Expired** United States Citizenship and Immigration Service ID. Acceptable forms are:
 - I-327 U.S. Permit to Re-Enter Travel Document
 - I-571 U.S. Refugee Travel Document
 - I-551 Permanent Resident Card
 - I-766 Employment Authorization
- **Expired** foreign government issued form of identification (i.e. passport, consular ID card, national identification card or "cedula" with signature and photo, etc.)
- Adoption papers
- Certified U.S. or foreign birth certificate
- Certified birth registration card (must include your name, date of birth, place of birth, file date, and issue date)
- Valid concealed weapons permit issued by a state or county agency
- Consular Report of Birth Abroad
- Ward of the Court decree/Order of Dependency
- Clearance letter or driving record from a state DMV
- Certified divorce decree
- Certified marriage license/certificate
- Professional license (nurse, physician, engineer, etc.)
- School transcript or record
- Valid student identification card issued by a nationally accredited college or university
- Transportation Worker Identification Credential (TWIC)
- Vehicle registration or title (a quick title isn't acceptable)
- Home utility bill (gas, electric, water, garbage, sewer, landline phone, TV, internet, ISTA)
- DSHS benefits letter (medical, food, etc.)
- Proof of home ownership (mortgage documents, property tax documents, deed, title, etc.)
- Business mail from a state, federal, tribal, county, or city government entity
- Individual Tax Identification Number (ITIN) letter from Internal Revenue Service (IRS)
- Home owners or renter's insurance policy
- Auto insurance policy or bill
- Pay check or pay stub with the employer's name and phone number or address
- W-2 form from an employer, or form 1099
- Moorage document (bill, contract, etc.)