### DOCUMENT VERIFICATION FORM

**Applying for a Nebraska Non-Commercial Permit, Non-Commercial License, or ID Card?**

To help ensure your application process is as smooth as possible, please remember:

- All new applicants (first time Nebraska applicants or applicants presenting valid out of state documents) are required to provide proof of citizenship one time. **Once proof of citizenship has been presented, proof will not be required on subsequent visits to the driver licensing office.**

- Applicants who are not U.S. citizens will be required to provide proof of lawful status. **Proof of lawful status is required for each visit to the driver licensing office.**

- Documents must be certified with a raised seal or stamp.

- Faxed or photocopied documents will NOT be accepted.

- Documents are subject to departmental review and approval.

Additional information may be required.

In some cases, document approval may not occur on the same day and may require an additional visit to the driver licensing office.

Any document which states “NOT TO BE USED FOR PROOF OF IDENTIFICATION” will not be accepted.

The Department may retain copies of any document presented.

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### Valid U.S. Citizenship or Proof of Lawful Status and U.S Based Identity Verification

(Present ONE document listed below to establish proof of U.S. Citizenship or lawful status and identity.)

In the event of a name change, you must present document(s) (certified marriage license(s), certified divorce decree(s) or a court order) that links your new name to the name that currently exists on your permit, driver’s license or State ID Card. Lawful status applicants may use a petition of Name Change.

#### 1. Valid U.S. Citizenship or Proof of Lawful Status

- A certified birth certificate issued by a State Government Office. Individuals presenting city or county birth certificates may be asked to provide additional identification documents. Hospital issued birth certificates cannot be accepted nor can Puerto Rican birth certificates issued prior to September 30, 2010.
- A valid, unexpired U.S. passport or passport card.
- A valid, unexpired Record of Arrival and Departure in a valid foreign passport (I-94 or I-94A). If status is F1, F2, J1, J2, M1 or M2, an I-20 and/or DS2019 will also be required to provide SEVIS information. If the I-94 or I-94A is stamped “Refugee” or if the place of origin is Canada, the valid foreign passport is not required. If the I-94 or I-94A is stamped “Refugee” an I-797 may be required. If you have a current I-797 for any I-94 status, you may want to show this to help simplify the process. Visas, Form I-151, I-94W or I-94 Border Crosser will not be accepted.
- A valid, unexpired Permanent Resident Card (I-551).
- A valid, unexpired ADIT stamp “Processed for I-551, temporary evidence of lawful admission for permanent resident until ___” in a valid foreign passport. After June 28, 2004 printed statement “Upon Endorsement Serves as Temporary I-551 Evidencing Permanent Resident for 1 Year” in a valid foreign passport, providing the proper placement of an admission stamp.
- Certificate of Naturalization, Form N-550 or Form N-570.
- Certificate of Citizenship, Form N-880 or Form N-451.
- Consular Report of Birth Abroad (CRBA) issued by the U.S. Department of State, Form FS-240, DS-1350 or FS-545.

### 2. Principal Address Verification

(Present TWO documents with your Nebraska principal address listed.)

**A P.O. Box will not be accepted as proof of principal address.**

Proof of principal address must be from two different issuing sources. If you are under 21 and cannot provide proof of principal address, parents or guardians’ principal address documents will be accepted.

#### 1. Account statement from a bank or other financial institution issued within the last 90 days.

#### 2. Pay stub or earnings statement issued within the last 90 days with the name and address of the employer.

#### 3. Federal, state or local government documents, issued within the last 90 days.

#### 4. Magazines issued within the last 90 days.

#### 5. Any envelope, box or postcard that has been sent indicating a postmark or stamped date within the last 90 days.

#### 6. Any correspondence, receipt, invoice dated within the last 90 days.

#### 7. Nebraska DMV Renewal Notice.

#### 8. Any other document that can be a valid proof of principal address.

### 3. Social Security Number or Exemption

#### 1. Social Security Card.

#### 2. W-2 form.

#### 3. SSA-1099 form.

#### 4. Pay stub showing applicant’s name and social security number.

#### 5. A valid, unexpired Record of Arrival and Departure in a valid foreign passport (I-94 or I-94A).

### Proof of citizenship/identity, principal address and social security number are required as per Nebraska State Statute 60-484 and 60-484.04.

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Nebraska Department of Motor Vehicles
www.dmv.nebraska.gov
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