



Identity Documents for Entitlement/Notarization

(Updated May 1, 2017)

Below are lists of what the state Vital Records office requires when notarizing signatures. If the person is unable to comply, you may not provide the notary service.

The following IDs are acceptable as long as **issued by a U.S. government** office and have not expired (i.e., are current). The best form of ID will contain the person's signature.

- Driver's License
- State Photo ID
- Work Photo ID
- School Photo ID (current school year only)
- Military ID
- Passport or Visa
- Permanent Resident Card (Form I-551)
- Employment Authorization Card (Form I-766)

OR, provide copies of **two to three forms** of documents that identify the person. Names and current addresses listed on the documents must match. Following are example supporting documents:

- Expired driver's license, plus 1 other document in the same name
- Non-US passport, plus 1 other document in the same name
- Matricula Consular card, plus 1 other documents in the same name
- International driver's license, plus 1 other documents in the same name
- Foreign-issued voter's registration or identity card, plus 2 other documents in the same name
- Non-government issued identity card, plus 2 other documents in the same name
- Income Tax return
- Rent or mortgage receipts
- Car Title or Registration
- Court Documents
- Criminal Record
- Insurance Policy
- Banking documents – credit or debit card *with photo*
- Utility bill – current and same mailing address
- Medicare or Medicaid Card
- Medical Card
- Hospital Bill

When submitting notarized documents, include a photocopy of each person's identity documentation. Include the reverse side of the ID only if the person's signature is on the reverse side instead of the front. REMINDER: the person's current name MUST match the name on their ID. For Paternity Affidavits, the mother's current name must also match her current name as she provided on the Mother's portion of the child's birth worksheet.