

IDCC STATEMENT OF UNDERSTANDING

I UNDERSTAND I need at the **minimum 2 valid unexpired forms of ID (one must contain a photo)** in addition to the documentation listed below. Appointments are **'highly recommended'** schedule an appointment to avoid **TWO** hour wait times by going online: <http://appointments.cac.navy.mil> OR <https://rapids-appointments.dmdc.osd.mil> .

SPOUSE	Marriage Certificate, Birth Certificate, Social Security Card, Valid unexpired photo Identification
EX-SPOUSE	Old ID, Divorce Decree, (All documents not just the Judgment)
FORMER SP	Letter of Approval (USN/USMC) + 2 unexpired forms of ID
CHILD	Certificate of Live Birth, Birth Certificate, Social Security Card, Valid Photo Identification
STEPCHILD	Marriage Certificate, Birth Certificate, Social Security Card, Valid Photo Identification
ILLEGITIMATE	Birth Certificate, Social Security Card, Valid Photo Identification, Court Order Establishing Paternity OR Voluntary Acknowledgement of Paternity (Notarized)
NEWBORN	Certificate of Live Birth, Birth Certificate, Social Security Card
PARENT	Parents' Child's Birth Certificate, Parents Birth Certificate, Social Security Card, Valid Photo Identification, Approval Letter, Medicare Card
CAC	Primary Unexpired Photo ID, Secondary Valid Form of ID Unexpired/Expired (Cannot be same as first)
CONTRACTOR VERIFICATION SYSTEM	Not in DEERS, See your CVS Trusted Agent (TA)
REENLISTMENT/EXTENSION CONTRACT	If date not in DEERS will need Original or Certified True from Issuing Agency
SPONSOR	Needs to be present or present a verified DD Form 1172, or original unexpired Power of Attorney (no photocopies)

All documentation/Identification presented must be **ORIGINAL** or **CERTIFIED** from the Issuing Agency. Documents not in English will need a valid notarized translation to accompany the original. Documentation cannot be laminated unless issued by the issuing agency in that form. I understand I cannot be taken care of until I have the following forms of ID and/or documentation. Certificate of Live Birth is only valid for 60 days from date of birth. You might be required to return with the SS card within 90 days of birth for newborns. The valid documents presented prior must be presented with the missing documents during your next visit to complete any and all transactions. Policy and procedures change regularly therefore the issuing facility might require additional documentation and/or identification. **Office hours are M-F 0730-1500**, closed all weekends and Federal Holidays. Call 858-577-1421/9172/9173 if you have any questions. Leave a customer evaluation at <http://ice.disa.mil> (search and click: MCAS Miramar, then search: ID Cards).

Thank you in advance. Customer Name and Signature: _____ . VO/SSM: _____ . Date: _____ .