HOW TO OBTAIN A DC ID

This packet contains information from the Department of Motor Vehicles (DMV), Social Security Administration (SSA), and DC Vital Records on their policies for getting IDs, Social Security cards, and DC birth certificates.

For additional questions please come to
Bread for the City Social Services Open Hours:
NW Center: Tues 9:00 – 11:00 am
SE Center: Mon – Thurs: 9:30 – 11:30 am

If you need legal help, please contact
Bread for the City’s Legal Clinic:
NW Legal Clinic: (202) 480-8950 (Mon – Thurs 9:00 – 5:00pm)
SE Legal Clinic (202) 791-3981 (Mon – Thurs 9:00 – 5:00pm)

1525 Seventh St., NW 1640 Good Hope Rd., SE
Washington, D.C. 20001 Washington, D.C. 20020

NOTE: BREAD FOR THE CITY CANNOT PROVIDE FINANCIAL ASSISTANCE, ‘REFERRALS’ OR ‘VOUCHERS’ FOR IDS, OR ID CARDS.
TO OBTAIN A DC ID YOU MUST APPLY **IN PERSON** AT THE DMV

**DC Non-Driver’s ID**

Note: Non-US Citizens may be able to obtain a Limited Purpose ID- see DMV website for complete list of qualifying documentation, or ask a social worker for more information.

The DC DMV requires that you show proof of the following eligibility categories:

- Identity (1) *cannot be the same proof/s used to prove SSN*
- Social Security Number (1) *cannot be the same proof/s used to prove Identity*
- DC Residency (2)

**Identity Proofs for US Citizens:**

- United States birth certificate or birth certification card
- Valid REAL ID driver license, learner permit, or identification card
- Unexpired United States Passport or Passport Card
- Certificate of Naturalization
- Certificate of US Citizenship
- Consular Report of Birth Abroad (CRBA) issued by the US Department of State
- Letter with picture from Court Services and Offender Supervision Agency (CSOSA) or DC Department of Corrections (DC DOC) certifying name, date of birth, social security number and address *(ID card will only be valid for 6 months if using this proof)*

**Social Security Number Proofs:**

- Social Security Card bearing applicant's full name, SSN, and signature
- Pay statement reflecting full name and full SSN
- W-2 (wage and tax statement) reflecting full name and full SSN
- 1099 Form reflecting full name and full SSN

**DC Residency Proofs** *(Two originals required - you may not use a P.O. Box address)*

- Utility bill (water, gas, electric, oil, or cable), with name and address, issued within the last 60 days *(disconnect notices/bills are not accepted)*
- Telephone bill, reflecting applicant's name and current address, issued within the last 60 days *(disconnect notices/bills are not accepted)*
- Deed, mortgage, or settlement agreement reflecting applicant's name and property address issued within the last 60 days
- Unexpired lease or rental agreement with the name of the applicant listed as the lessee, permitted resident, or renter *(may be a photocopy)*
- Unexpired sublease accompanied by the original unexpired lease with the name of the certifier as sub-lessee
• DC property tax bill issued within the last 12 months reflecting the applicant's name and property address
• Unexpired homeowner's or renter’s insurance policy reflecting name and address
• Bank/Credit Card/Investment Account Statement issued within the last 60 days reflecting name and address
• Official Mail— from ANY government agency (with full name and address)- include contents and envelope received within the last 60 days,
  ○ Mail from DC DMV not accepted
  ○ Change of Address Notifications from the Postal Service not accepted
• Medical Bill issued within the last 60 days reflecting name and address
• Student Loan Statement issued within the last 60 days reflecting name and address
• Home Line of Equity Statement issued within the last 60 days reflecting name and address
• Car/Personal Loan Statement (no coupon books/vouchers accepted) issued within the last 60 days reflecting name and address
• Home Security System Bill issued within the last 60 days reflecting name and address

Alternate Proofs of DC Residency

• DC DMV Proof of Residency Certification (see attached below)
  ○ DC DMV Proof of Residency form signed by the certifier residing at the residence AND a copy of the certifier's unexpired DC Driver license or DC ID and 2 proof of residency documents (i.e., utility bill, telephone bill, etc.) in the certifier's name.
• DC DHS- Homeless Services Verification of Homelessness Voucher
  ○ Go to a DHS Homeless Services Certified Provider (see attached list below)
  ○ Obtain a letter on agency letterhead from a caseworker that verifies that the applicant is (a) experiencing homelessness, (b) may use the agency address for DC residency and have that address on their ID.
    ○ Take this letter to DHS Homeless Services at 64 NY Ave NE, 6th Floor and exchange it for a DHS Verification of Homelessness Voucher.
    ○ Take this voucher to the DMV as proof of DC residency.
  ○ This letter qualifies applicant for Fee Waiver at DMV
• Letter with picture from Court Services and Offender Supervision Agency (CSOSA)
  ○ Individuals on probation, parole, or supervised release
  ○ Letter must certify name, DC residency, and have been issued within last 60 days
  ○ This letter qualifies applicant for Fee Waiver at DMV
**DC ID Fee Waiver**

The below groups qualify for a free DC non-driver’s ID ($20 fee is waived). The individual must bring any required proofs of eligibility.

- **Seniors:** Age 65 and older (must still show identity, SSN, and residency proofs)
- **Returning Citizens:** Letter with picture from Court Services and Offender Supervisor Agency (CSOSA) or DC Department of Corrections (DC DOC) certifying name, date of birth, social security number and address (for ID Card only) within 6 months of release date.
- **Homeless Residents:** If you are living outside or in a shelter you may use the DHS Verification of Homelessness Voucher in order to have the fee waived and to serve as proof of residency (you must still provide proof of SSN and identity).

**Department of Motor Vehicles Agency Information**

*DC Non-Driver’s ID*

**Cost:** $20

**Office Locations & Hours (below)**

**Penn Branch Service Center**
3220 Pennsylvania Ave., SE
Tues. – Sat. 8:15am - 4pm
(202) 737-4404

**Rhode Island Service Center**
*(Located in Rhode Island Row at the Corner of Rhode Island Ave., NE (Near CVS) and Washington Place, NE)*
2350 Washington Place, NE, Suite 112N
Tues. – Sat. 8:15am - 4pm
(202) 737-4404

**Southwest Service Center**
95 M St., SW
Tues. – Sat. 8:15am - 4pm
(202) 737-4404

**Georgetown Service Center**
3222 M St., NW (Canal Level)
Tues. – Sat. 8:15am - 4 pm
(202) 737-4404
**DC Birth Certificate**

In DC a parent, sibling, or child may request a birth certificate for their relative as well – they would need to provide their own ID and birth certificate and pay the $23 fee

- **Do you have 1 of the below documents?**
  - Driver’s License/Non-Driver’s ID card
  - U.S. Passport (Valid & Unexpired)

- **If not, you may need 3 of the below documents**
  - Utility bill with full name & address (most recent)
  - SSN card with signature
  - Employee ID Card and pay stub or W-2
  - Student photo ID and certified copy of report card/transcript (US, with DOB)
  - Dept. of Corrections photo ID and probation/release papers
  - Car registration/title with full name & current address
  - U.S. Selective service card
  - Voter registration card (to register to vote you must provide your name, address, DOB and last 4 of your SSN or license/non-driver ID number; the card will be mailed to the registrant)
  - Census records
  - Federal tax forms (current, filed, and with full name/correct address/signatures)
  - Court Documents

**DC Vital Records**

**DC Birth Certificates**

**Cost:** $23

**Office Location:** 899 North Capitol St., NE

**Hours:** Mon. - Fri. 8:30am to 3:30pm

**Phone:** (202) 442-9303

**Assistance Paying for Identifying Documents**

**Transition Assistance Program (TAP)**

Chevy Chase Presbyterian Church

1 Chevy Chase Circle, NW, Washington, DC 20015

**Phone:** 202-363-4817

**Hours:** Tues, Wed, Fri 9am - 11:30am; **note:** arrive by 8:30am in order to get one of 15 spots

**Bus routes:** L1 and L2 to Chevy Chase Circle

**Metro:** Friendship Heights on Red Line (Church is .7m from station)

**Information:** Cross the street and enter the church through the door off the parking lot. Arrive early as they can only assist the first 15 individuals that check in daily. Can provide financial assistance to obtain: birth certificates, non-drivers ID cards, police clearances, driving records.
Social Security Card

Do you have 1 of the below documents to show that you are a US citizen?
- Birth Certificate
- US Passport
- Certificate of Naturalization

Do you have 1 of the below documents to show your age?
- Birth certificate – strongly preferred
- U.S. hospital record of your birth (created at the time of birth)
- Religious record established before age five showing your age or date of birth
- Passport
- Final Adoption Decree (the adoption decree must show that the birth information was taken from the original birth certificate)

Do you have 1 of the below documents to show who you are (your identity)?
- US driver’s license/non-driver’s ID
- US passport

If not, the below documents may be used to prove identity – they must be current (not expired) with your name, date of birth or age, and preferably a recent photograph
- Employee or school ID card
- Health insurance card (not Medicare)
- U.S. military ID card
- Certificate of naturalization
- Certified copy of medical record (clinic, doctor, or hospital)

Note: If you are not a US Citizen, you will need to show additional documentation to show current, lawful, work-authorized status. See SSA website here for additional information.

DC Social Security Administration
Social Security Card
Cost: Free
Office Locations:
1905-B 9th St., NE
1300 D St, SW
2041 MLK Jr. Ave., SE, Suite 130
Hours: Mon. – Fri. 9am - 4pm (Wed. 9am - 12pm)
**DHS HOMELESS SERVICES CERTIFIED PROVIDERS**

NOTE: The information on this list may have changed since the printing of this document.

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Quad</th>
<th>Zip</th>
<th>Contact Person</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pathways to Housing</td>
<td>101 Q Street, Suite G</td>
<td>NE</td>
<td>20001</td>
<td>Sacsheen Scott</td>
<td>(202) 529-2972</td>
</tr>
<tr>
<td>My Sister's Place, Inc.</td>
<td>1436 U St NW Suite 303</td>
<td>NW</td>
<td>20018</td>
<td>Brynex Baxter</td>
<td>(202) 529-5261</td>
</tr>
<tr>
<td>Helping Individual People Survive</td>
<td>1309 Rhode Island Ave. Suite B</td>
<td>NE</td>
<td>20018</td>
<td>Earline Budd</td>
<td>(202) 232-8150</td>
</tr>
<tr>
<td>District Alliance for Safe Housing</td>
<td>1835 3rd Street</td>
<td>NE</td>
<td>20002</td>
<td>Shakeita Boyd</td>
<td>(202) 462-3274</td>
</tr>
<tr>
<td>So Other Might Eat</td>
<td>60 O Street</td>
<td>NW</td>
<td>20001</td>
<td>Lachele Shelton</td>
<td>(202) 797-8806</td>
</tr>
<tr>
<td>Thrive DC</td>
<td>1525 Newton Street</td>
<td>NW</td>
<td>20010</td>
<td>Jessica Meload</td>
<td>(202) 737-9311</td>
</tr>
<tr>
<td>Christ House</td>
<td>1717 Columbia Road</td>
<td>NW</td>
<td>20009</td>
<td>Bill Helper</td>
<td>(202) 328-1100</td>
</tr>
<tr>
<td>The Salvation Army</td>
<td>1434 Harvard Street Suite B</td>
<td>NW</td>
<td>20009</td>
<td>Theresa McKillop</td>
<td>(202) 250-7701</td>
</tr>
<tr>
<td>Casa Ruby, Inc.</td>
<td>2822 Georgia Ave.</td>
<td>NW</td>
<td>20001</td>
<td>Cortez McDaniel</td>
<td>(202) 320-9002</td>
</tr>
<tr>
<td>The Father McKenna Center</td>
<td>19 Eye Street</td>
<td>NW</td>
<td>20001</td>
<td></td>
<td>(202) 842-1112</td>
</tr>
<tr>
<td>Georgetown Ministry Center</td>
<td>1041 Wisconsin Ave.</td>
<td>NW</td>
<td>20001</td>
<td>Roy L. Witherspoon</td>
<td>(202) 338-8301</td>
</tr>
<tr>
<td>Catholic Charites</td>
<td>924 G Street</td>
<td>NW</td>
<td>20001</td>
<td>George W. Jones</td>
<td>(301) 728-8307</td>
</tr>
<tr>
<td>N Street Village</td>
<td>1333 N Street</td>
<td>NW</td>
<td>20005</td>
<td>Krisyn Carrillo</td>
<td>(202) 939-2076</td>
</tr>
<tr>
<td>McClendon Center</td>
<td>1338 North Capital Street</td>
<td>NW</td>
<td>20002</td>
<td>Kameke Richardson</td>
<td>(202) 745-0073</td>
</tr>
<tr>
<td>Green Door</td>
<td>1221 Taylor Street</td>
<td>NW</td>
<td>20011</td>
<td>Dana Sumanski</td>
<td>(202) 464-9200</td>
</tr>
<tr>
<td>Latin American Youth Center</td>
<td>3045 15th Street</td>
<td>NW</td>
<td>20010</td>
<td>David Del Pozo</td>
<td>(202) 695-1280</td>
</tr>
<tr>
<td>Central Union Mission</td>
<td>65 Massachusetts Ave.</td>
<td>NW</td>
<td>20001</td>
<td>Shirley Johnson</td>
<td>(240) 832-2683</td>
</tr>
<tr>
<td>Organization</td>
<td>Address</td>
<td>City/State Code</td>
<td>Contact Name</td>
<td>Phone Number</td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>-----------------------------------</td>
<td>-----------------</td>
<td>---------------------</td>
<td>------------------</td>
<td></td>
</tr>
<tr>
<td>Friendship Place</td>
<td>4713 Wisconsin Ave.</td>
<td>NW 20016</td>
<td>Valencia Davis</td>
<td>(202) 364-1419</td>
<td></td>
</tr>
<tr>
<td>Access Housing, Inc.</td>
<td>4301 9th Street</td>
<td>SE 20032</td>
<td>Lucy Aderibigbe</td>
<td>(202) 561-2333</td>
<td></td>
</tr>
<tr>
<td>Capitol Hill Group Ministry</td>
<td>1338 G Street</td>
<td>SE 20003</td>
<td>Latasha Johnson</td>
<td>(202) 544-3150</td>
<td></td>
</tr>
<tr>
<td>House of Prosperity Everlasting, Inc.</td>
<td>2918 Minnesota Ave.</td>
<td>SE 20019</td>
<td>Sidiki Paul Lancaster</td>
<td>(202) 497-5678</td>
<td></td>
</tr>
<tr>
<td>Sasha Bruce Youthwork, Inc.</td>
<td>5032 D Street</td>
<td>SE 20019</td>
<td>Merides Daley-Palmer</td>
<td>(202) 675-9340</td>
<td></td>
</tr>
<tr>
<td>Dept. of Youth Rehabilitation Services</td>
<td>450 H St</td>
<td>NW 20001</td>
<td>Cherie Harmon</td>
<td>(202) 299-5362</td>
<td></td>
</tr>
<tr>
<td>Samaritan Ministry of Greater Washington</td>
<td>1516 Hamilton St</td>
<td>NW 20011</td>
<td>Tracy L. Pindell</td>
<td>(202) 722-2280</td>
<td></td>
</tr>
<tr>
<td>801 East Transitional Rehabilitation Program</td>
<td>2700 Martin Luther King Jr. Ave.</td>
<td>SE 20032</td>
<td>Veronica Fabani</td>
<td>(202) 561-4014</td>
<td></td>
</tr>
<tr>
<td>Office of Returning Citizen Affairs</td>
<td>2100 Martin Luther King Jr. Ave.</td>
<td>SE 20003</td>
<td>Lashonia Etheridge</td>
<td>(202) 715-7670</td>
<td></td>
</tr>
</tbody>
</table>

THESE MATERIALS ARE FOR INFORMATION ONLY. THEY DO NOT PROVIDE LEGAL ADVICE. Updated 5/8/18
PROOF OF DC RESIDENCY CERTIFICATION

APPLICANT INFORMATION

<table>
<thead>
<tr>
<th>Last Name (including suffix)</th>
<th>First Name</th>
<th>Middle Name</th>
<th>Date of Birth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Apt/Unit Number</td>
<td>City/State</td>
<td>Zip Code</td>
</tr>
<tr>
<td>Telephone Number with Area Code</td>
<td>E-mail Address</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

WASHINGTON, DC

CERTIFIER INFORMATION

<table>
<thead>
<tr>
<th>Last Name (including suffix)</th>
<th>First Name</th>
<th>Middle Name</th>
<th>Date of Birth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Apt/Unit Number</td>
<td>City/State</td>
<td>Zip Code</td>
</tr>
<tr>
<td>Telephone Number with Area Code</td>
<td>E-mail Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DC Driver License or DC Identification Card Number</td>
<td>Expiration Date</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

WASHINGTON, DC

The certifier must sign this form attesting that the above applicant resides with them in the District of Columbia. The certifier must also provide a valid DC Driver License or valid DC Identification Card reflecting their name and the address listed above AND two (2) of the following proof of residency documents reflecting their name and DC address.

- Utility Bill (water, gas, electric, oil or cable) issued within the last 60 days
- Unexpired Homeowner's or Renter's Insurance Policy
- Student Loan Statement issued within the last 60 days
- Telephone Bill (cell phone, wireless, or pager bills accepted) issued within the last 60 days
- Official Mail - received within 60 days from ANY Government Agency to include contents and envelope, excluding mail from DC DMV (Change of Address Notifications from the Postal Service are NOT accepted)
- Car/Personal Loan Statement (coupon books or vouchers are NOT accepted) issued within the last 60 days
- Unexpired Lease or Rental Agreement with the name of the certifier as a lessee, lessee, permitted resident or renter
- Unexpired Sublease accompanied by the original unexpired Lease with the name of the certifier as sub-lessee
- Home Line of Equity statement issued within the last 60 days
- Deed or Settlement Agreement
- DC Property Tax Bill issued within the last 12 months
- Bank Statement issued within the last 60 days
- Investment Account Statement issued within the last 60 days
- Home Security System Bill issued within the last 60 days
- Credit Card Statement issued within the last 60 days
- Medical Bills issued within the last 60 days

Any person using a fictitious name or address and knowingly making any false statement on this application is in violation of DC Law and subject to a fine of not more than $1,000 or 180 days imprisonment or both. (D.C. Official Code § 22-2405)

I hereby certify that the information contained on this application is true and correct.

Applicant's Signature: ___________________________ Date: ____________
Certifier's Signature: ___________________________ Date: ____________

FOR DMV OFFICIAL USE ONLY

DMV EXAMINER SIGNATURE: ___________________________ DATE: ____________