

# Undocumented Residents Identification Checklist



### General Information

- All documents must be **unaltered certified originals, certified amended originals, or true copies certified by the issuing agency**. Photocopies, notarized documents, and online printouts are not accepted.
- If you are transferring driving privilege, you must also provide your driver license (valid or expired less than one year) or a motor vehicle report from your previous state/U.S. territory (dated within 30 days and showing a license that is valid or expired less than one year).
- Undocumented residents **MUST** make an appointment. Call 303-205-2335 or go to *myDMV.colorado.gov* to schedule an appointment.
- Undocumented residents will receive a document bearing the phrase: "Not valid for federal identification, voting, or public benefit purposes."

### STEP 1 – Identity

Bring **one** of the following:

- Foreign passport                       Consular identification card                       Military identification document  
 Colorado driver license/instruction permit/ID card (for renewal only)

*Document must contain your full legal name, your date of birth, the date of issuance, the name of the country that issued the document, and a full facial photograph. Document must be unexpired or expired less than 10 years.*

### STEP 2 – Taxpayer Identification Number or Social Security Number

Bring **one** of the following:

For Individual Taxpayer Identification Number	- OR -	For Social Security Number
<input type="checkbox"/> ITIN card (not laminated) <input type="checkbox"/> Letter from the Internal Revenue Service <input type="checkbox"/> Certified state tax return <i>Document must show your name and full Individual Taxpayer Identification Number.</i>	- OR -	You must provide your Social Security Number. You can either present a document that shows your number (e.g. Social Security card, W2, 1099) or provide it verbally. Your Social Security Number will be verified through the Social Security Administration.

### STEP 3 - Colorado Residency

Bring **one** of the following:

<input type="checkbox"/> Proof of Colorado income tax return filing for the immediately preceding year (DR 0104)  <i>Document must contain a Department of Revenue certification stamp and signature.</i>	- OR -	<input type="checkbox"/> Documents demonstrating Colorado residency for each of the following date ranges: <ul style="list-style-type: none"> <li><input type="checkbox"/> Current residency (0-12 months)</li> <li><input type="checkbox"/> Residency from 1 year prior (13-23 months)</li> <li><input type="checkbox"/> Residency from 2 years prior (24-30 months)</li> </ul> <i>See Step 4 for examples of accepted documents. Documents must include your name and a Colorado residential address (not P.O. Box) - including street address, city, state, and ZIP. Handwritten and electronic documents are not accepted.</i>
---	--------	--

### STEP 4 – Residential Address

Bring **one** of the following:

- First class mail (with dated postmark)     Phone bill                       Utility bill (with service address)  
 Credit card statement                       Bank statement                       Lease agreement/mortgage statement  
 Insurance policy                       Pay stub                       Vehicle registration/title  
 Rent receipt (not handwritten)                       CO driver license/instruction permit/ID card (with current address)

*Document must show your name and current Colorado residential (not P.O. Box) address - including street address, city, and state. Document must be dated within **1 year**. Electronic documents are accepted for proof of residential address.*

TRANSLATION / INTERPRETERS	ORGAN, EYE & TISSUE DONATION
If you need translation assistance to complete your application, please bring a friend or family member to assist you.	You will be asked about organ, eye and tissue donation during your application. Please consider your choice in advance.