



## I-9 Documents List

For your convenience, we have provided you with a list of acceptable documents for the I-9 form required by the U.S. Department of Homeland Security. Having the necessary forms when you come in to fill out paperwork saves time and allows us to process your information within the required three (3) business days. We appreciate your cooperation and hope you find this list helpful. **Please note that all documents must be unexpired.**

One document from this list will suffice for the entire I-9:

1. U.S. Passport or U.S. Passport Card
2. Permanent Resident Card or Alien Registration Receipt Card (*Form I-551*)
3. Foreign passport that contains a temporary *I-551 stamp*, or temporary *I-551 printed notation* on a machine-readable immigrant visa
4. Employment Authorization Document that contains a photograph (*Form I-766*)
5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status:
  - a. Foreign passport; and
  - b. *Form I-94* or *Form I-94A* that has the following:
    - 1) The same name as the passport; and
    - 2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with *Form I-94* or *Form I-94A* indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI

### OR

One document from this column:

**AND**

One document from this column:

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| <ol style="list-style-type: none"><li>1. Driver's license or ID card issued by a state or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address</li><li>2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address</li><li>3. School ID card with a photograph</li><li>4. Voter's registration card</li><li>5. U.S. Military card or draft record</li><li>6. Military dependent's ID card</li><li>7. U.S. Coast Guard Merchant Mariner Card</li><li>8. Native American tribal document</li><li>9. Driver's license issued by a Canadian government authority</li></ol> <p><b><i>For persons under age 18 who are unable to present a document listed above:</i></b></p> <ol style="list-style-type: none"><li>10. School record or report card</li><li>11. Clinic, doctor or hospital record</li><li>12. Day-care or nursery school record</li></ol> | <ol style="list-style-type: none"><li>1. Social Security Account Number card, unless the card includes one of the following restrictions:<ol style="list-style-type: none"><li>1) NOT VALID FOR EMPLOYMENT</li><li>2) VALID FOR WORK ONLY WITH INS AUTHORIZATION</li><li>3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION</li></ol></li><li>2. Certification of Birth Abroad issued by the Department of State (<i>Form FS-545</i>)</li><li>3. Certification Report of Birth issued by the Department of State (<i>Form DS-1350</i>)</li><li>4. Original or certified copy of a birth certificate issued by a state, county, municipal authority or territory possession of the United States bearing an official seal</li><li>5. Native American tribal document</li><li>6. U.S. Citizen ID Card (<i>Form I-197</i>)</li><li>7. ID Card for use of Resident Citizen in the United States (<i>Form I-179</i>)</li><li>8. Employment authorization document issued by the Department of Homeland Security</li></ol> |
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Thank you!