

# LISTS OF ACCEPTABLE DOCUMENTS

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All documents must be **UNEXPIRED**

Employees may present one selection from List A  
or a combination of one selection from List B and one selection from List C.

| <b>LIST A</b><br>Documents that Establish<br>Both Identity and<br>Employment Authorization   | <b>OR</b>  | <b>LIST B</b><br>Documents that Establish<br>Identity<br><br><b>AND</b><br><br><b>LIST C</b><br>Documents that Establish<br>Employment Authorization  |
|--|--|---|
| <ol style="list-style-type: none"> <li>1. U.S. Passport or U.S. Passport Card</li> <li>2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</li> <li>3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa</li> <li>4. Employment Authorization Document that contains a photograph (Form I-766)</li> <li>5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status: <ol style="list-style-type: none"> <li>a. Foreign passport; and</li> <li>b. Form I-94 or Form I-94A that has the following: <ol style="list-style-type: none"> <li>(1) The same name as the passport; and</li> <li>(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.</li> </ol> </li> </ol> </li> <li>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</li> </ol> | <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> <li>For persons under age 18 who are unable to present a document listed above:</li> <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. A 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 report of birth issued by the Department of State (Forms DS-1350, FS-545, FS-240)</li> <li>3. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal</li> <li>4. Native American tribal document</li> <li>5. U.S. Citizen ID Card (Form I-197)</li> <li>6. Identification Card for Use of Resident Citizen in the United States (Form I-179)</li> <li>7. Employment authorization document issued by the Department of Homeland Security</li> </ol> |

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Sometimes, employees will present a "receipt" in place of a List A, List B, or List C document. An acceptable receipt is valid for a short period of time for completion of Section 2. Acceptable receipts an employee can present are listed in Table 1 below:

| Receipt   | Who may present this receipt? | Is this receipt proof of employment authorization and/or identity?   | How long is this receipt valid?   | What must the employee present at the end of the receipt validity period?  |
|---|-------------------------------|--|---|--|
| A receipt for a replacement of a lost, stolen, or damaged document                              | All employees                 | A receipt fulfills the verification requirements of the document for which the receipt was issued (can be List A, List B, or List C) | 90 days from date of hire or, for reverification, the date employment authorization expires                   | The actual document for which the receipt was issued   |
| The arrival portion of the Form I-94 or I-94A containing a Temporary I-551 stamp and photograph | Lawful Permanent Residents    | Employment authorization and identity (List A)   | Until the expiration date of the Temporary I-551 stamp or, if no expiration date, one year from date of issue | The actual Form I-551 (Permanent Resident Card, or "green card")   |
| The departure portion of Form I-94 or I-94A with an unexpired refugee admission stamp           | Refugees                      | Employment authorization and identity (List A)   | 90 days from date of hire or, for reverification, the date employment authorization expires                   | An unexpired EAD (Form I-766) or a combination of a valid List B document and an unrestricted Social Security card |