

# Obtaining identity documentation

## What's included:

- *Reentry Tool: Documents and identification checklist*

## What to do:

Soon-to-be or just-released individuals may need help with getting or renewing identification documents. Applying for a job or benefits, opening a bank account, and many other activities require documentation of identity. Working to resolve identification or identify problems early on, e.g., pre-release, will make it easier for individuals to achieve goals such as securing housing or benefits.

To obtain their driver's license or identification cards, individuals will have to complete an application and pay an application fee, although some states may provide cards for a reduced fee or for free.

- Ask your client to list what identification documents they already have.
- Go down the list of documents in *Reentry Tool: Documents and identification checklist* with your client to see which ones they may need.

## What to say:

"It's important to have forms of identification when you leave jail or prison or otherwise transition to the community. There may be some hurdles to getting your documents and identification. The sooner you get started the better. This tool will help you identify the documents and types of forms of identification you need."

To access a dynamic and fillable version of this tool, visit: [www.consumerfinance.gov/practitioner-resources/your-money-your-goals/companion-guides](http://www.consumerfinance.gov/practitioner-resources/your-money-your-goals/companion-guides).



# Documents and identification checklist

You will need identification when you leave jail or prison to apply for a job, to get a bank or credit union account, and for many other activities. Use the following checklist to gather your critical document and identification.<sup>1</sup>

Document	Status	Where to get it
Certified copy of birth certificate	Have it	To get a copy of your vital records such as your birth certificate, write to the state in which you were born. Find out where to write for each state by visiting <a href="https://www.cdc.gov/nchs/w2w.htm">cdc.gov/nchs/w2w.htm</a> .
	Ordered it	
	Need help	
State picture identification card or driver's license	Have it	Some states have limited purpose driver's or identification cards for those that cannot meet the identification requirements for the other cards, e.g., do not have a Social Security number. In some states, there may be restrictions on getting your license or state ID if you have outstanding criminal debt. Check to see if your state offers a payment plan for your debt. To find out your state's requirements visit <a href="https://www.usa.gov/motor-vehicle-services">usa.gov/motor-vehicle-services</a> .
	Ordered it	
	Need help	
Social Security Card	Have it	To get your Social Security number or a replacement card contact the Social Security Administration at <a href="https://www.ssa.gov">ssa.gov</a> .
	Ordered it	
	Need help	
Criminal record or RAP (Record of Arrest and Prosecution) sheet	Have it	See <i>A Closer Look: Obtaining your criminal records</i> .
	Ordered it	
	Need help	

<sup>1</sup> Based on a worksheet in *Keys to Your Financial Future* from Jim Casey Youth Opportunities Initiative, 2013.

Document	Status	Where to get it
Green card or immigration documents (if applicable)	Have it Ordered it Need help	For a list of acceptable documents visit <a href="https://uscis.gov/i-9-central/acceptable-documents/list-documents">uscis.gov/i-9-central/acceptable-documents/list-documents</a> . To replace your green card visit <a href="https://uscis.gov/green-card/after-green-card-granted/replace-green-card">uscis.gov/green-card/after-green-card-granted/replace-green-card</a> . For Matricula Consular cards for Mexican citizens living abroad visit <a href="https://mexico.us/consulate.htm">mexico.us/consulate.htm</a> . For those with green cards or other immigration status, there are complicated legal issues involved after an arrest or conviction. Learn more at <a href="https://uscis.gov/citizenship/learners">uscis.gov/citizenship/learners</a> .
Proof of residency	Have it Ordered it Need help	Find out which documents your state will accept, e.g., rental or lease agreement, utility bills, or other documentation with your name. Check to see if there are any special rules for incarcerated or formerly incarcerated in your state. Visit <a href="https://usa.gov/motor-vehicle-services">usa.gov/motor-vehicle-services</a> .
Medical records or immunization records	Have it Ordered it Need help	To get a copy of your medical or immunization records, you will need to contact your medical provider(s). Find out which documents you need to apply for Medicaid or health insurance at <a href="https://healthcare.gov/incarcerated-people">healthcare.gov/incarcerated-people</a> .
Bank or credit union account information	Have it Ordered it Need help	Contact your bank or credit union directly.
Selective service record/draft registration	Have it Ordered it Need help	Registration with Selective Service may be required for certain federal programs and benefits. Learn more about registering at <a href="https://sss.gov/Registration-Info/Who-Registration">sss.gov/Registration-Info/Who-Registration</a> .

This tool is included in the Consumer Financial Protection Bureau's *Your Money, Your Goals: Focus on Reentry* companion guide. The CFPB has prepared this material as a resource for the public. This material is provided for educational and information purposes only. It is not a replacement for the guidance or advice of an accountant, certified financial advisor, attorney, or otherwise qualified professional. The CFPB is not responsible for the advice or actions of the individuals or entities from which you received the CFPB educational materials. The CFPB's educational efforts are limited to the materials that CFPB has prepared.