

## **Proof of Legal Presence**

In compliance with U.S. Code Title 8, Chapter 14, Section 1621, the Board is requiring proof of U.S. citizenship, or proof of legal presence in the U.S. This proof is required only once for each U.S. citizen. Those with alien status will be required to submit proof with every renewal.

In most cases it is easiest for you to provide us with a copy of your birth certificate or a copy of your passport. If you cannot provide either of these items, please contact the Board office for a complete list of other acceptable documents.

Failure to provide the required documentation will necessitate our returning your renewal application to you, which will delay the processing of your license renewal.

### **LIST A ACCEPTABLE DOCUMENTS TO ESTABLISH U.S. CITIZENSHIP**

A person who is a citizen of the United States as evidenced by one of the following:

1. A copy of a birth certificate issued in or by a city, county, state, or other governmental entity within the United States or its outlying possessions.
2. A U.S. Certificate of Birth Abroad (FS-545, DS-135) or a Report of Birth Abroad of a U.S. Citizen (FS-240).
3. A birth certificate or passport issued from:
  - A. Puerto Rico, on or after January 13, 1941;
  - B. Guam, on or after April 10, 1898;
  - C. U.S. Virgin Islands, on or after February 25, 1927;
  - D. Northern Mariana Islands, after November 4, 1986;
  - E. American Samoa;
  - F. Swain=s Island; or
  - G. District of Columbia.
4. A U.S. passport (expired or unexpired).
5. Certificate of Naturalization (N-550, N-57, N-578).
6. Certificate of Citizenship (N-560, N-561, N-645).
7. U.S. Citizen Identification Card (I-179, I-197).
8. An individual Fee Register Receipt (Form G-711) that shows that the person has filed an application for a New Naturalization or Citizenship Paper (Form N-565).
9. Any other document which establishes a U.S. place of birth or indicates U.S. citizenship.

### **LIST B ACCEPTABLE DOCUMENTS TO ESTABLISH ALIEN STATUS**

An alien lawfully admitted for permanent residence under the Immigration and Naturalization Act (INA) must submit supporting documentation to establish legal presence under one of the following categories:

1. An alien lawfully admitted for permanent residence under the Immigration and Naturalization Act (INA). Evidence includes:
  - INS Form I-551 (Alien Registration Receipt Card commonly known as a "green card"); or

- Unexpired Temporary I-551 stamp in foreign passport or on INS Form I-94.
2. An alien who is granted asylum under Section 208 of the INA. Evidence includes:
    - INS Form I-94 annotated with stamp showing grant of asylum under Section 208 of the INA;
    - INS Form I-688B (Employment Authorization Card) annotated "274a.12(a)(5)";
    - INS Form I-766 (Employment Authorization Document) annotated "A5";
    - Grant Letter from the Asylum Office of INS; or
    - Order of an immigration judge granting asylum.
  3. A refugee admitted to the United States under Section 207 of the INA. Evidence includes:
    - INS Form I-94 annotated with stamp showing admission under Section 207 of the INA;
    - INS Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)";
    - INS Form I-766 (Employment Authorization Document) annotated "A3"; or
    - INS Form I-571 (Refugee Travel Document).
  4. An alien paroled into the United States for at least one year under Section 212(d)(5) of the INA. Evidence includes:
    - INS Form I-94 with stamp showing admission for at least one year under Section 212(d)(5) of the INA.
  5. An alien whose deportation is being withheld under Section 243(h) of the INA (as in effect immediately prior to September 30, 1996) or Section 241(b)(3) of such Act (as amended by Section 305(a) of Division C of Public Law 104-208). Evidence includes:
    - INS Form I-668B (Employment Authorization Card) annotated "274a.12(a)(10)";
    - INS Form I-766 (Employment Authorization Document) annotated "A10"; or
    - Order from an immigration judge showing deportation withheld under Section 243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under Section 241(b)(3) of the INA.
  6. An alien who is granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980. Evidence includes:
    - INS Form I-94 with stamp showing admission under Section 203(a)(7) of the INA;
    - INS Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3); or
    - INS Form I-766 (Employment Authorization Document) annotated "A3".
  7. An alien who is a Cuban or Haitian entrant (as defined in Section 501(e) of the Refugee Education Assistance Act of 1980). Evidence includes:
    - INS Form I-551 (Alien Registration Receipt Card, commonly known as a "green card") with the code CU6, CU7, or CH6;
    - Unexpired temporary I-551 stamp in foreign passport or on INS Form I-94 with code CU6 or CU7; or
    - INS Form I-94 with stamp showing parole as "Cuban/Haitian Entrant" under Section 212(d)(5) of the INA.
  8. An alien paroled into the United States for less than one year under Section 212(d)(5) of the INA. Evidence includes:
    - INS Form I-94 showing this status.
  9. An alien who has been declared a battered alien. Evidence includes:
    - INS petition and supporting documentation.

The preceding lists (A and B) contain the most common documents which can be used to establish U.S. Citizenship or legal alien status.