

4501:1-1-21

Acceptable identification to be submitted along with an application for a temporary instruction permit identification card, driver's license, commercial driver's license, motorcycle operator's license, or identification card.

(A) This rule governs acceptable identification to be submitted along with an application for a temporary instruction permit identification card (TIPIC), driver's license, commercial driver's license, motorcycle operator's license, or identification card until the registrar of motor vehicles implements the provisions of rules 4501:1-1-41, 4501:1-1-42, 4501:1-1-43, and 4501:1-1-44 of the Administrative Code on or after January 1, 2013.

(B) The person who signs an application for a TIPIC, driver's license, commercial driver's license, motorcycle operator's license, or identification card shall present along with the application identification documents sufficient to establish the person's:

(1) Full legal name;

(2) Date of birth;

(3) United States citizenship or legal presence in the United States;

(4) Residential street address in the state of Ohio;

(5) Social security number, all in accordance with this rule.

(C) Except as otherwise provided in this rule, the applicant shall present sufficient identification documents to prove the five elements listed in paragraph (B) of this rule. All documents shall be an original or a copy bearing an original certification by the issuing authority. Uncertified copies or copies of certified copies shall not be acceptable. Failure to provide sufficient acceptable identification documents shall result in the denial of the application.

(D) The primary document shall contain the full legal name and date of birth of the applicant and shall be verifiable. The applicant's social security number shall be on either a primary document or a secondary document. The following are acceptable primary documents:

(1) A driver's license from any state, territory, or possession of the United States, with photograph, current or expired not more than six months;

(2) A state-issued identification card from any state, territory, or possession of the United States, with photograph, current or expired not more than six months;

(3) A birth certificate, either an original or certified copy, with a seal, and issued by an appropriate governmental agency;

(4) Appropriate United States citizenship and immigration services (USCIS)

documents which are original and valid, or like documents issued by the successor agency to the USCIS:

- (5) A certified copy of a court order containing the full name and date of birth of the applicant;
- (6) A valid United States military service or dependent identification document with photograph;
- (7) A valid United States passport or United States passport card, with photograph, or a passport, with photograph, from another country accompanied by appropriate USCIS documents;
- (8) A state-issued learner's permit from any state, territory, or possession of the United States, with photograph, current or expired not more than six months;
- (9) A valid, Ohio concealed weapons permit, with photograph; or
- (10) Any other genuine and reliable document approved by the registrar of motor vehicles.

(E) The following are acceptable secondary documents:

- (1) An official social security card or number identification (numident) printout issued by the social security administration, but not a metal card;
- (2) A bureau of Indian affairs card or Indian treaty card, but not a tribal identification card;
- (3) A certified copy of a court order with or without date of birth;
- (4) A credit card;
- (5) An employer identification card, with photograph;
- (6) A foreign birth certificate accompanied by a translation by an approved translator if the birth certificate is not in English;
- (7) A current and valid health insurance card;
- (8) An internal revenue service or state tax form issued by the appropriate governmental agency within the past three years, but no W-2 forms;
- (9) A marriage certificate or marriage license;
- (10) Medical records from a doctor or hospital;

- (11) Military discharge separation papers;
 - (12) A gun permit, with photograph;
 - (13) A pilot's license;
 - (14) A certified copy of a school record or transcript;
 - (15) A student identification card, with photograph, issued by a recognized school or university;
 - (16) A motor vehicle certificate of title, but no vehicle registrations;
 - (17) A voter registration card;
 - (18) A public assistance benefit card issued by a governmental agency;
 - (19) Any other genuine and reliable document approved by the registrar of motor vehicles.
- (F) The applicant's full legal name shall consist of the applicant's current first (given) name, middle name, and last name (surname) without the use of initials or nicknames. If the primary and secondary documents presented do not establish the applicant's full legal name, or the names on the documents are inconsistent, the applicant shall present additional documents to establish the full legal name to the satisfaction of the registrar or deputy registrar. The following documents shall be acceptable for this purpose:
- (1) A marriage certificate or marriage license;
 - (2) A certified copy of a decree of divorce, dissolution, or annulment of marriage;
 - (3) A certified copy of a court ordered name change.
- (G) To establish the applicant's date of birth, the applicant shall present either a primary or a secondary document containing the date of birth.
- (H) The following documents shall be acceptable to establish the applicant's legal presence in the United States:
- (1) A birth certificate, either an original or certified copy, with a seal and issued by an appropriate governmental agency of any state, territory, or possession of the United States, provided that a birth certificate issued by Puerto Rico must have been issued on or after July 1, 2010;
 - (2) A United States passport;

- (3) A United States passport card;
 - (4) A naturalization document issued by the United States;
 - (5) Appropriate United States citizenship and immigration services (USCIS) documents which are original and valid, or like documents issued by the successor agency to the USCIS showing the dates of legal presence. The registrar may require that any documentation presented be verifiable through the verification lawful status (VLS) or systematic alien verification entitlement (SAVE) databases maintained by the federal government.
- (I) If the primary and secondary documents presented do not establish the applicant's current Ohio residential street address, the applicant shall present additional documents containing the applicant's name and current address within Ohio to establish that address to the satisfaction of the registrar or deputy registrar. A post office box or other mail box address is not acceptable. The following documents shall be acceptable if the applicant's current Ohio residential street address is included in the document:
- (1) Current and valid automobile liability policy or financial responsibility identification card, premises liability policy, or life insurance policy;
 - (2) Checking or savings account statement within the last sixty days;
 - (3) Child support check stub from Ohio department of job and family services with the name and address of the applicant;
 - (4) Copy of federal or Ohio income tax return filing not more than eighteen months old, with proof of filing;
 - (5) Court order of probation, order of parole, or order of mandatory release;
 - (6) School records (satisfactory proof of identity, Ohio residency, and relationship of the parent or guardian to the child applicant is required);
 - (7) In the case of a dependent child, the bureau of motor vehicles (BMV) may accept a certified statement of residency from the child's parent or guardian, on a form prescribed by the registrar and signed in the presence of a BMV official (satisfactory proof of identity, Ohio residency, and relationship of the parent or guardian to the child applicant is required);
 - (8) In the case of a married person, the BMV may accept a certified statement of residency from the applicant's spouse, signed in the presence of a BMV official (satisfactory proof of identity, Ohio residency, and marital relationship is required);

- (9) Installment loan contract from a bank or other financial institution;
 - (10) Major credit card statement or major retail store credit card statement with Ohio street address issued within the last sixty days;
 - (11) Mortgage account or proof of home ownership;
 - (12) Ohio certificate of title;
 - (13) Valid Ohio voter registration card;
 - (14) Paycheck stub issued within the last six months;
 - (15) Professional license issued by an Ohio governmental agency;
 - (16) Property tax bill or receipt;
 - (17) Ohio resident hunting or fishing license, current or previous year;
 - (18) Sales tax or business license;
 - (19) Selective service registration acknowledgment card;
 - (20) Certification of residency from a nursing home or homeless shelter on a form prescribed by the registrar for that purpose;
 - (21) Utility bill (from an electric, telephone, water, sewer, cable, satellite, heating oil, or propane provider) issued within the last sixty days;
 - (22) Valid Ohio concealed weapons permit;
 - (23) Public assistance check stub or food stamp card issued by a governmental agency;
 - (24) Transportation security administration (TSA) letter;
 - (25) Vehicle registration renewal notice mailed by the BMV; or
 - (26) Any other genuine and reliable document approved by the registrar of motor vehicles.
- (J) Notwithstanding any other provisions of this rule, a current, valid offender release identification card issued by the Ohio department of rehabilitation and correction containing the person's photograph, name, date of birth, and social security number shall constitute acceptable evidence of the person's identity for the issuance of a TIPIC, driver's license, commercial driver's license, motorcycle operator's license, or identification card. If any of the required information is missing from the

offender release identification card, the application shall be denied unless the missing information is provided by other acceptable documents enumerated in this rule.

- (K) Notwithstanding any other provisions of this rule, a current, valid identification card issued by the Ohio department of youth services (DYS) containing the person's photograph, name, date of birth, and social security number shall constitute acceptable evidence of the person's identity for the issuance of a TIPIC, driver's license, commercial driver's license, motorcycle operator's license, or identification card. If any of the required information is missing from the DYS identification card, the application shall be denied unless the missing information is provided by other acceptable documents enumerated in this rule.
- (L) Notwithstanding any other provisions of this rule, an Ohio TIPIC, driver's license, commercial driver's license, motorcycle operator's license, or identification card, which is current or has been expired for less than six months and for which the person's social security number has been verified in the records of the BMV shall constitute acceptable evidence of the person's identity for all transactions conducted by the registrar or any deputy registrar. If the social security number has not been verified in the records of the BMV, then the person shall be required to present a second acceptable document verifying the person's social security number.
- (M) An applicant who can demonstrate to the registrar's satisfaction that he or she has never been assigned a social security number may apply for a driver's license upon giving acceptable proof of that applicant's true identity, including the person's full legal name, date of birth, legal presence in the United States, and residential street address within the state of Ohio. A person who has been assigned a social security number but later attempts to revoke or cancel it, does not comply with this rule and the application shall be denied unless that person provides acceptable evidence of the social security number previously assigned.
- (N) If the person who signs the application does not provide identification as required by this rule, the application shall not be accepted by the registrar of motor vehicles or any deputy registrar. Additional documentation may be required if the above documentation provided is questionable.
- (O) The registrar or a deputy registrar may issue a duplicate TIPIC, duplicate driver's license, duplicate commercial driver's license, duplicate motorcycle operator's license, or duplicate identification card to an applicant if all of the following conditions are met: the applicant signs an affidavit stating that the original permit, license, or card was lost or stolen; the applicant presents at least one acceptable document from the primary or secondary document list; the data recorded in the BMV system confirms the applicant's full legal name, date of birth, legal presence in the United States, residential street address in the state of Ohio, and social security number; and the digitized photograph recorded in the BMV data system

shows conclusively that the applicant is the person to whom the original TIPIC, driver's license, commercial driver's license, motorcycle operator's license, or identification card was issued.

(P) The registrar of motor vehicles may issue a directive adding any document to, or removing any document from, the application of this rule for good cause pending the amendment of the rule.

4501:1-1-41

Application and document requirements for the issuance of a safe driver's license and other safe credentials.

- (A) The registrar of motor vehicles shall designate a date on or after January 1, 2013 at which time this rule and rules 4501:1-1-42, 4501:1-1-43, and 4501:1-1-44 of the Administrative Code become effective to implement the Ohio safe identification (ID) system.
- (B) This rule governs acceptable identification documents to be submitted to the registrar or any deputy registrar with an application for any safe credential to be issued by the Ohio bureau of motor vehicles (BMV). As used in this rule:
- (1) "Credential" means any temporary instruction permit identification card (TIPIC), driver's license, commercial driver's license, motorcycle operator's license, or identification card issued by the BMV.
 - (2) "Safe credential" means any TIPIC, driver's license, commercial driver's license, motorcycle operator's license, or identification card issued by the BMV in compliance with the provisions of the Ohio Revised Code, the Ohio Administrative Code, and 6 Code of Federal Regulations (C.F.R.) 37, effective March 31, 2008, to a citizen or permanent resident of the United States. A safe credential shall bear a distinguishing feature prescribed by the registrar identifying it as a safe credential.
- The Code of Federal Regulations may be accessed at <http://www.gpoaccess.gov/cfr/index.html>.
- (C) A person who applies for any credential shall be photographed before the credential is issued. The photograph shall capture the applicant's facial image. The facial image shall be retained for five years if no credential is issued or shall be retained for at least two years beyond the expiration date of any credential issued.
- (D) A person who applies for any credential shall sign a declaration that the information presented on the application is true and correct and an acknowledgment that giving false information may constitute a serious criminal offense under federal or Ohio law.
- (E) A person who applies for any credential shall first be screened for the issuance of a safe credential under the provisions of this rule. If the person does not qualify or chooses not to qualify for a safe credential, a person who is a citizen or permanent resident of Ohio and the United States under rule 4501:1-1-35 of the Administrative Code may apply for a legacy credential under rule 4501:1-1-42 of the Administrative Code and a person who is a temporary resident of Ohio and the United States under rule 4501:1-1-37 of the Administrative Code may apply for a nonrenewable credential under the provisions of rule 4501:1-1-43 of the Administrative Code.
- (F) A person who applies for any safe credential shall present documents sufficient to

establish the person's:

(1) Full legal name;

(2) Date of birth;

(3) Social security number;

(4) Street address of the person's principal residence in Ohio;

(5) Status as a citizen or permanent resident of the United States, all in accordance with this rule.

(G) All documents shall be an original document or a copy bearing an original certification by the issuing authority. Uncertified copies or copies of certified copies shall not be acceptable.

(H) To establish the person's full legal name and date of birth, the applicant shall present at least one of the following source documents containing the person's full legal name and date of birth:

(1) Valid, unexpired United States (U.S.) passport or passport card;

(2) Original or certified copy of a birth certificate filed with a state office of vital statistics or the equivalent state or local governmental agency in the person's state of birth;

(3) Consular report of birth abroad (CRBA) issued by the U.S. department of state, form FS-240, DS-1350 or FS-545;

(4) Valid, unexpired permanent resident card (form I-551) issued by the department of homeland security (DHS) or immigration and naturalization services (INS);

(5) Certificate of naturalization issued by DHS, form N-550 or form N-570;

(6) Certificate of citizenship issued by DHS, form N-560 or form N-561;

(7) Safe credential issued by the state of Ohio or REAL ID driver's license or identification card issued by any other state in compliance with the standards established by 6 C.F.R. 37;

(8) Such other documents as DHS may designate by notice published in the federal register.

(I) The applicant's full legal name shall consist of the applicant's first (given) name, middle name or names, and last name (surname) or names without the use of

initials or nicknames. Unless changed by court order, the applicant's first name shall be the first (given) name listed on the applicant's birth certificate or other acceptable source document. The applicant's middle name may consist of the middle name given on the applicant's birth certificate, a previous last name, or a combination of both. The last name may consist of the applicant's last name (or maiden name) as listed on the applicant's birth certificate, the applicant's last name from a current or former marriage, or a combination of any of them. In determining the applicant's current full legal name, the registrar or deputy registrar shall give deference to the applicant's wishes when the applicant has more than one legally established middle name or last name. If an applicant has obtained a court-ordered name change, the applicant's full legal name shall consist of the name established in the court order, modified only by a subsequent name change as a result of a marriage or a decree of divorce, dissolution, or annulment of marriage.

(J) If the source documents presented do not establish the applicant's current full legal name, or the names on the documents are inconsistent, the applicant shall present additional documents to establish the applicant's full legal name to the satisfaction of the registrar or deputy registrar. The following documents shall be acceptable for this purpose:

(1) A marriage certificate or certified abstract of marriage issued by the appropriate state or local agency or court;

(2) A certified copy of a decree of divorce, dissolution, or annulment of marriage. The decree of divorce, dissolution, or annulment of marriage is acceptable to establish a name change whether or not the decree specifically orders a name change;

(3) A certified copy of a court ordered name change;

(4) A legacy credential or safe credential issued by the Ohio BMV bearing the person's current legal name.

(K) To establish the applicant's social security number (SSN), the applicant shall present at least one of the following documents:

(1) The applicant's social security account number card;

(2) W-2 form;

(3) SSA-1099 form;

(4) Non-SSA-1099 form;

(5) Pay stub with the applicant's name and SSN on it;

(6) Safe credential issued by the state of Ohio in compliance with the standards

established by 6 C.F.R. 37.

- (L) An applicant who provides acceptable documentation showing that the applicant does not qualify for the issuance of, and has never been assigned, a social security number may be issued a safe credential upon giving acceptable proof of that applicant's true identity, including the person's full legal name, date of birth, legal presence in the United States, and residence street address within the state of Ohio. A person who has been assigned a social security number but later attempts to revoke or cancel it, does not comply with this rule and the application shall be denied unless that person provides acceptable evidence of the social security number previously assigned. The application for a safe credential shall be denied if the social security number provided by the applicant cannot be verified.
- (M) To establish lawful status in the United States, the applicant shall present at least one of the following documents:
- (1) Valid, unexpired United States (U.S.) passport or passport card;
 - (2) Certified copy of a birth certificate filed with a state office of vital statistics or equivalent agency in the person's state of birth;
 - (3) Consular report of birth abroad (CRBA) issued by the U.S. department of state, form FS-240, DS-1350 or FS-545;
 - (4) Valid, unexpired permanent resident card (form I-551) issued by the department of homeland security (DHS) or immigration and naturalization services (INS);
 - (5) Certificate of naturalization issued by DHS, form N-550 or form N-570;
 - (6) Certificate of citizenship issued by DHS, form N-560 or form N-561;
 - (7) Safe credential issued by the state of Ohio in compliance with the standards established by 6 C.F.R. 37.
- (N) The applicant shall present acceptable evidence of the applicant's residential street address within the state of Ohio. A post office box or other mail box address is not acceptable. The applicant shall present at least two documents which contain the applicant's name and the applicant's residential street address from the list set forth in rule 4501:1-1-44 of the Administrative Code.
- (O) An applicant who establishes the applicant's full legal name and date of birth in accordance with paragraphs (H), (I), and (J) of this rule, social security number in accordance with paragraph (K) of this rule, lawful status in accordance with paragraph (M) of this rule, and Ohio residential street address in accordance with rule 4501:1-1-44 of the Administrative Code, and who is otherwise qualified for the credential applied for shall be issued the appropriate interim safe credential and

appropriate safe credential in accordance with this rule, or if the applicant so chooses, an appropriate legacy credential may be issued pursuant to rule 4501:1-1-42 of the Administrative Code.

(P) A person who loses his or her safe credential within ninety days of its expiration may apply for a renewal safe credential, and a person who loses his or her safe credential more than ninety days prior to its expiration may apply for a duplicate safe credential, if all of the following conditions are met:

(1) The person signs an affidavit stating that the original safe credential was lost or stolen;

(2) The person presents at least one acceptable document from the lists in paragraphs (H), (K) or (M) of this rule;

(3) The data recorded in the BMV system confirms the person's full legal name, date of birth, legal presence in the United States, and social security number. The person shall state on the application the person's current residential street address in the state of Ohio;

(4) The digital photograph recorded in the BMV data system shows conclusively that the applicant is the person to whom the original safe credential was issued.

(O) The registrar shall prescribe the specifications for interim safe credentials that shall be valid for up to forty-five days while the applicant's documents are reviewed and the applicant's safe credential is being manufactured.

(R) All documents presented by the applicant in support of the application shall be scanned or otherwise copied for retention by the BMV. The BMV will examine and attempt to verify the authenticity of the documents. If the documents appear to be in order, the appropriate safe credential shall be manufactured and shall be sent to the applicant through the United States postal service or by other means determined by the registrar. If the documents are not authenticated to the satisfaction of the registrar, the application shall be denied, the interim safe credential shall be canceled, and no safe credential shall be issued.

(S) The registrar shall establish a written, defined exceptions process for persons who, for reasons beyond their control, are unable to present all necessary documents to establish identity or date of birth. Alternative documents to demonstrate lawful status will only be allowed to demonstrate United States citizenship. The exceptions process shall include safeguards to establish the authenticity of the alternate documents each time they are presented and indicate that an exception process was used in the applicant's record. The process shall provide that the BMV shall retain copies or images of the alternative documents accepted. The process shall include a review of the use of the exceptions process and shall provide for the preparation and submission of a report with a copy of the exceptions as a part of the

certification documentation.

(T) If the person who signs the application does not provide identification as required by this rule, the application for a safe credential shall not be accepted by the registrar of motor vehicles or any deputy registrar. If otherwise qualified, the person may apply for a legacy credential pursuant to rule 4501:1-1-42 of the Administrative Code or a nonrenewable credential pursuant to rule 4501:1-1-43 of the Administrative Code.

4501:1-1-42

Application and document requirements for the issuance of a legacy driver's license and other legacy credentials.

- (A) The registrar of motor vehicles shall designate a date on or after January 1, 2013 at which time this rule and rules 4501:1-1-41, 4501:1-1-43, and 4501:1-1-44 of the Administrative Code become effective to implement the Ohio safe identification (ID) system.
- (B) This rule governs acceptable identification documents to be submitted to the registrar or any deputy registrar with an application for any legacy credential to be issued by the Ohio bureau of motor vehicles (BMV). As used in this rule:
- (1) "Credential" means any temporary instruction permit identification card (TIPIC), driver's license, commercial driver's license, motorcycle operator's license, or identification card issued by the BMV.
 - (2) "Legacy credential" means any TIPIC, driver's license, commercial driver's license, motorcycle operator's license, or identification card issued by the BMV in compliance with the provisions of the Revised Code and the Administrative Code, but not necessarily in compliance with 6 Code of Federal Regulations (C.F.R.) 37, effective March 31, 2008, issued to a citizen or permanent resident of the United States. "Legacy credential" does not include any nonrenewable credential previously issued by the BMV. A legacy credential shall bear a distinguishing feature prescribed by the registrar of motor vehicles identifying it as a legacy credential.
- The Code of Federal Regulations may be accessed at <http://www.gpoaccess.gov/cfr/index.html>.
- (C) A person who applies for any credential shall be photographed before the credential is issued. The photograph shall capture the applicant's facial image. The facial image shall be retained for five years if no credential is issued or shall be retained for at least two years beyond the expiration date of any credential issued.
- (D) A person who applies for any credential shall sign a declaration that the information presented on the application is true and correct and an acknowledgment that giving false information may constitute a serious criminal offense under federal or Ohio law.
- (E) A person who applies for any credential shall first be screened for the issuance of a safe credential under the provisions of rule 4501:1-1-41 of the Administrative Code. If the person does not qualify or chooses not to qualify for a safe credential, a person who is a citizen or permanent resident of Ohio and the United States under rule 4501:1-1-35 of the Administrative Code may apply for a legacy credential under this rule and a person who is a temporary resident of Ohio and the United States under rule 4501:1-1-37 of the Administrative Code may apply for a nonrenewable credential under the provisions of rule 4501:1-1-43 of the

Administrative Code.

- (F) Subject to the provisions of paragraph (G) of this rule, any legacy credential issued by the Ohio BMV that is current or has been expired for less than six months and for which the person's social security number has been verified in the records of the BMV shall constitute acceptable evidence of the person's legal name, date of birth, U.S. citizenship or legal presence, Ohio residential street address, and social security number for all of the following transactions conducted by the registrar or any deputy registrar if all other conditions are met:
- (1) The renewal of the legacy credential;
 - (2) The conversion to any other legacy credential of another class;
 - (3) The registration and licensing of any motor vehicle.
- (G) If the social security number cannot be verified in the records of the BMV, then the person shall be required to present an acceptable document verifying the person's social security number from the list of documents enumerated in paragraph (K) of rule 4501:1-1-41 of the Administrative Code. If the person's name has changed from the name on the legacy credential, the person shall present acceptable documents verifying the name change from the list of documents enumerated in paragraph (J) of rule 4501:1-1-41 of the Administrative Code. If the person's Ohio residential street address has changed from the address on the legacy credential, the person may state the person's new Ohio residential street address on the application.
- (H) A current, valid offender release identification card issued by the Ohio department of rehabilitation and correction containing the person's photograph, name, date of birth, and social security number shall constitute acceptable evidence of the person's identity for the issuance of any Ohio legacy credential if all other conditions are met. The person may state the person's Ohio residential street address on the application. If any of the other required information is missing from the offender release identification card, or if the person's social security number cannot be verified, the application shall be denied unless the missing information is provided by other acceptable documents enumerated in rule 4501:1-1-41 of the Administrative Code.
- (I) A current, valid identification card issued by the Ohio department of youth services (DYS) containing the person's photograph, name, date of birth, and social security number shall constitute acceptable evidence of the person's identity for the issuance of any Ohio legacy credential if all other conditions are met. The person may state the person's Ohio residential street address on the application. If any of the other required information is missing from the DYS identification card, or if the person's social security number cannot be verified, the application shall be denied unless the missing information is provided by other acceptable documents enumerated in rule 4501:1-1-41 of the Administrative Code.

(J) A person who loses his or her legacy credential within ninety days of its expiration may apply for a renewal legacy credential, and a person who loses his or her legacy credential more than ninety days prior to its expiration may apply for a duplicate legacy credential, if all of the following conditions are met:

- (1) The person signs an affidavit stating that the original legacy credential was lost or stolen;
- (2) The person presents at least one acceptable document from the lists in paragraphs (H), (K) or (M) of rule 4501:1-1-41 of the Administrative Code;
- (3) The data recorded in the BMV system confirms the person's full legal name, date of birth, legal presence in the United States, and social security number. The person shall state on the application the person's current residential street address in the state of Ohio;
- (4) The digital photograph recorded in the BMV data system shows conclusively that the applicant is the person to whom the original legacy credential was issued.

4501:1-1-43

Acceptable documents for nonrenewable credentials.

- (A) The registrar of motor vehicles shall designate a date on or after January 1, 2013 at which time this rule and rules 4501:1-1-41, 4501:1-1-42, and 4501:1-1-44 of the Administrative Code become effective to implement the Ohio safe identification (ID) system.
- (B) This rule governs acceptable identification documents to be submitted to the registrar or any deputy registrar with an application for any nonrenewable credential to be issued by the Ohio bureau of motor vehicles (BMV). As used in this rule:
- (1) "Credential" means any temporary instruction permit identification card (TIPIC), driver's license, commercial driver's license, motorcycle operator's license, or identification card issued by the BMV.
 - (2) "Nonrenewable credential" means any TIPIC, driver's license, commercial driver's license, motorcycle operator's license, or identification card issued by the BMV in compliance with the provisions of the Revised Code and the Administrative Code to a temporary resident of Ohio and the United States in accordance with rule 4501:1-1-37 of the Administrative Code. A nonrenewable credential shall bear a distinguishing feature prescribed by the registrar identifying it as a nonrenewable credential.
 - (3) "DHS" means the United States department of homeland security; its predecessor agency, immigration and naturalization services (INS); its divisions and agencies, including the United States customs and immigration services (USCIS); and any successor agencies.
- (C) A person who applies for any credential shall be photographed before the credential is issued. The photograph shall capture the person's facial image. The facial image shall be retained for five years if no credential is issued or shall be retained for at least two years beyond the expiration date of any credential issued.
- (D) A person who applies for any credential shall sign a declaration that the information presented on the application is true and correct and an acknowledgment that giving false information may constitute constitute a serious criminal offense under federal or Ohio law.
- (E) A person who applies for any credential shall first be screened for the issuance of a safe credential under the provisions of this rule. If the person does not qualify or chooses not to qualify for a safe credential, a person who is a citizen or permanent resident of Ohio and the United States under rule 4501:1-1-35 of the Administrative Code may apply for a legacy credential under rule 4501:1-1-42 of the Administrative Code and a person who is a temporary resident of Ohio and the United States under rule 4501:1-1-37 of the Administrative Code may apply for a nonrenewable credential under the provisions of this rule.
- (F) A person who applies for any nonrenewable credential shall present documents

sufficient to establish the person's:

(1) Full legal name;

(2) Date of birth;

(3) Social security number, or proof that the applicant is not eligible for a social security number;

(4) Street address of the person's principal residence in Ohio;

(5) Status as a temporary resident of the United States, all in accordance with this rule.

(G) All documents shall be an original document or a copy bearing an original certification by the issuing authority. Uncertified copies or copies of certified copies shall not be acceptable.

(H) The person's full legal name shall consist of the person's first (given) name, middle name, and last name (surname) without the use of initials or nicknames. If the source document presented does not establish the person's current full legal name, or the names on the documents are inconsistent, the person shall present additional updated documents from USCIS together with at least one of the following documents to establish the full legal name to the satisfaction of the registrar or deputy registrar:

(1) A marriage certificate issued by the appropriate state or local agency or court;

(2) A certified copy of a decree of divorce, dissolution, or annulment of marriage;

(3) A certified copy of a court ordered name change.

(I) To establish the person's full legal name and date of birth, the person shall present at least one of the following source documents containing the person's full legal name and date of birth:

(1) Unexpired employment authorization document (EAD) issued by DHS, form I-766 or form I-688B;

(2) Unexpired foreign passport with a valid, unexpired United States visa affixed accompanied by the approved I-94 form documenting the applicant's most recent admittance into the United States;

(3) A foreign birth certificate accompanied by a translation by an approved translator if the birth certificate is not in English;

(4) Appropriate USCIS documents which are original and valid, or like documents

issued by the successor agency to the USCIS;

(5) A valid United States military service or dependent identification document with photograph;

(6) United States military discharge separation papers;

(7) Any other genuine and reliable document approved by the registrar of motor vehicles.

(J) To establish the person's social security number (SSN), the person shall present:

(1) The person's social security account number card;

(2) A W-2 form issued by a verifiable business;

(3) A SSA-1099 form issued by a verifiable business;

(4) A non-SSA-1099 form issued by a verifiable business; or

(5) A pay stub issued by a verifiable business with the person's name and SSN on it.

A person who cannot present acceptable proof of the person's social security number shall present acceptable proof to establish non-work authorized status. The application shall be denied if a person fails to present acceptable proof of the person's social security number and fails to present acceptable proof to establish non-work authorized status.

(K) To establish lawful status in the United States, the person shall present appropriate DHS or USCIS documents which are original and valid showing dates of legal presence. The registrar may require that any documentation presented be verifiable through the verification lawful status (VLS) or systematic alien verification entitlement (SAVE) databases maintained by the federal government.

(L) The person shall present acceptable evidence of the person's residential street address within the state of Ohio. A post office box or other mail box address is not acceptable. The person shall present at least two documents which contain the person's name and the person's residential street address from the list set forth in rule 4501:1-1-44 of the Administrative Code.

4501:1-1-44

Acceptable documents to prove Ohio residential street address.

- (A) The registrar of motor vehicles shall designate a date on or after January 1, 2013 at which time this rule and rules 4501:1-1-41, 4501:1-1-42, and 4501:1-1-43 of the Administrative Code become effective to implement the Ohio safe identification (ID) system.
- (B) The applicant for any safe credential issued by the Ohio bureau of motor vehicles (BMV) pursuant to rule 4501:1-1-41 of the Administrative Code or any nonrenewable credential issued by the Bureau of Motor Vehicles (BMV) pursuant to rule 4501:1-1-43 of the Administrative Code shall present two acceptable documents to establish the person's current Ohio residential street address to the satisfaction of the registrar or deputy registrar. A post office box or other mail box address is not acceptable. Unless otherwise provided in rule 4501:1-1-42 of the Administrative Code, the applicant for a legacy credential is not required to comply with this rule.
- (C) The following documents shall be acceptable if the person's name and current Ohio residential street address are both included in the document:
- (1) For a safe credential to be issued pursuant to rule 4501:1-1-41 of the Administrative Code, any acceptable document presented to establish identity, social security number, or lawful status in the United States under that rule, provided that the person's name and current Ohio residential street address are both included in the document;
 - (2) For a nonrenewable credential to be issued pursuant to rule 4501:1-1-43 of the Administrative Code, any acceptable document presented to establish the person's full legal name, date of birth, social security number, or lawful status in the United States under that rule, provided that the applicant's name and current Ohio residential street address are both included in the document;
 - (3) Current and valid automobile liability policy or financial responsibility identification card, premises liability policy, or life insurance policy;
 - (4) Checking or savings account statement including copy of an on line statement or bank transaction receipt showing the bank's and person's names and addresses issued within sixty days of the application;
 - (5) Child support check stub from Ohio department of job and family services with the name and address of the applicant issued within sixty days of the application;
 - (6) Copy of federal or Ohio income tax return filing not more than eighteen months old, with proof of filing. An email confirmation is acceptable if obtained from a reliable on line source;
 - (7) Certified copy with seal affixed of a court order of probation, order of parole, or

order of mandatory release:

- (8) School record or certified transcript from the current school year issued by an Ohio educational institution;
- (9) Current installment loan contract or payment book from a bank or other financial institution showing the bank's or financial institution's and the person's names and addresses;
- (10) Major credit card statement or major retail store credit card statement issued within sixty days of the application;
- (11) Current mortgage account contract or statement or proof of home ownership;
- (12) Ohio certificate of title;
- (13) Valid Ohio voter acknowledgment post card issued by a county board of elections;
- (14) Paycheck stub including the employer's and employee's names and addresses issued within the last six months;
- (15) Professional license issued by an Ohio governmental agency;
- (16) Property tax bill or receipt issued within twelve months of the application;
- (17) Selective service registration acknowledgment card;
- (18) Current lease or memorandum of lease including the name and address of the landlord and provided that the lease can be verified, if necessary;
- (19) Utility bill from an electric, telephone, water, sewer, cable, satellite, heating oil, propane provider, or other public utility issued within sixty days of the application;
- (20) Valid Ohio concealed weapons permit;
- (21) Public assistance check stub or food stamp card issued by a governmental agency issued within six months of the application;
- (22) Transportation security administration (TSA) letter;
- (23) Vehicle registration renewal notice issued by the Ohio BMV;
- (24) Change of address card receipt issued by the Ohio BMV;
- (25) A valid legacy credential or safe credential issued by the Ohio BMV;

(26) Current United States military service or dependent identification card with photograph and showing an Ohio street address;

(27) Pilot's license;

(28) Social security administration document issued within the last twelve months;

(29) Medicare or medicaid statement;

(30) United States postal service change of address confirmation issued within sixty days of the application;

(31) W-2 form including the employer's and employee's names and addresses issued within the last twelve months;

(32) Medical records issued by an Ohio health care provider.

(D) The registrar of motor vehicles shall establish a written, defined exceptions process for applicants who cannot provide two acceptable documents to establish the applicant's current Ohio residential street address. The exceptions process shall include the following:

(1) In the case of a dependent child, the BMV may accept a certified statement of residency from the child's parent or guardian, on a form prescribed by the registrar and signed in the presence of a BMV official. The parent or guardian shall present two acceptable documents in accordance with this rule to establish the parent's or guardian's current Ohio residential street address to the satisfaction of the registrar or deputy registrar;

(2) In the case of a married person, the BMV may accept a certified statement of residency from the applicant's spouse, on a form prescribed by the registrar and signed in the presence of a BMV official. The spouse shall present two acceptable documents in accordance with this rule to establish the spouse's current Ohio residential street address to the satisfaction of the registrar or deputy registrar;

(3) In the case of a resident of a nursing home or other long term care facility, the BMV may accept an affidavit from an authorized agent of the nursing home or other long term care facility, provided that the nursing home or other long term care facility is sufficiently identified and the information in the affidavit can be verified, if necessary;

(4) In the case of an Ohio resident who does not have a permanent home address, the BMV may accept an affidavit from an authorized agent of a homeless shelter or social services agency, provided that the homeless shelter or social services agency is sufficiently identified and the information in the affidavit

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can be verified, if necessary.