Undocumented Residents Identification Checklist

General Information

- All documents must be unaltered certified originals, certified amended originals, or true copies certified by the issuing agency. Photocopies, notarized documents, and online printouts are not accepted.
- If you are transferring driving privilege, you must also provide your driver license (valid or expired less than one year) or a motor vehicle report from your previous state/U.S. territory (dated within 30 days and showing a license that is valid or expired less than one year).
- Undocumented residents MUST make an appointment. Call 303-205-2335 or go to myDMV.colorado.gov to schedule an appointment.
- Undocumented residents will receive a document bearing the phrase: “Not valid for federal identification, voting, or public benefit purposes.”

STEP 1 – Identity

Bring one of the following:

- Foreign passport
- Consular identification card
- Military identification document
- Colorado driver license/instruction permit/ID card (for renewal only)

Document must contain your full legal name, your date of birth, the date of issuance, the name of the country that issued the document, and a full facial photograph. Document must be unexpired or expired less than 10 years.

STEP 2 – Taxpayer Identification Number or Social Security Number

For Individual Taxpayer Identification Number - OR - For Social Security Number

- ITIN card (not laminated)
- Letter from the Internal Revenue Service
- Certified state tax return

You must provide your Social Security Number. You can either present a document that shows your number (e.g. Social Security card, W2, 1099) or provide it verbally. Your Social Security Number will be verified through the Social Security Administration.

Document must show your name and full Individual Taxpayer Identification Number.

STEP 3 - Colorado Residency

Bring one of the following:

- Proof of Colorado income tax return filing for the immediately preceding year (DR 0104)

Document must contain a Department of Revenue certification stamp and signature.

- OR -

- Documents demonstrating Colorado residency for each of the following date ranges:
  - Current residency (0-12 months)
  - Residency from 1 year prior (13-23 months)
  - Residency from 2 years prior (24-30 months)

See Step 4 for examples of accepted documents. Documents must include your name and a Colorado residential address (not P.O. Box) - including street address, city, state, and ZIP. Handwritten and electronic documents are not accepted.

STEP 4 – Residential Address

Bring one of the following:

- First class mail (with dated postmark)
- Credit card statement
- Insurance policy
- Rent receipt (not handwritten)
- Phone bill
- Bank statement
- Pay stub
- CO driver license/instruction permit/ID card (with current address)

Document must show your name and current Colorado residential (not P.O. Box) address - including street address, city, and state. Document must be dated within 1 year. Electronic documents are accepted for proof of residential address.

TRANSLATION / INTERPRETERS

If you need translation assistance to complete your application, please bring a friend or family member to assist you.

You will be asked about organ, eye and tissue donation during your application. Please consider your choice in advance.

ORGAN, EYE & TISSUE DONATION

This handout is provided as a courtesy and may not apply to all situations.
Applicable statutes and rules can be found in 6 CFR 37.11, CRS Title 42 Article 2, and 1 CCR 204-30.