

Lost, Missing, Destroyed, Confiscated, or Stolen CAC

ALL CAC HOLDERS are required to provide documentation confirming that the CAC has been reported lost or stolen (DoDM 1000.13-M-V1, encl. 2, subpar. 5.c.(3)).

Acceptable documents include:

1. Copy of the lost/stolen report filed with installation security, PMO, or local police
2. **OR** a memorandum prepared on letterhead from active duty member's Commanding Officer, Officer-in-Charge, or "By Direction" of the Commanding Officer.
3. Contracting Officer Representative, and Supervisor/Division for civilians* (See note below)
4. **OR** a MCB Quantico PMO issued "Confiscated AFID Card Receipt." NOTE: THIS IS NOT A FORM OF ID
5. If a CAC holder does not have any other form of ID as a result of losing or having their ID stolen, biometrics will be used for identity proofing; however, a temporary CAC will be issued for 30 days to allow the customer time to obtain other valid forms of ID. AN ADDITIONAL STATEMENT WILL BE ADDED IN THE LOST/STOLEN LETTER DECLARING THAT THE MEMBER HAS NO OTHER FORM OF VALID ID (See sample letter in the "Resource Download" section. Additionally, the temporary CAC will NOT be used as a form of ID when member returns CAC issuance.

NOTE The letter or memorandum must be prepared on the activity's letterhead, dated, and signed with a wet signature, or digitally signed using a CAC.

The letter/report **MUST** include the date, name and signature of CAC holder, place of incident, circumstances of the loss or theft, and name and signature of the individuals listed above, confirming that the CAC has been reported lost or stolen. If an ID Card/CAC is confiscated by Military Police at MCB Quantico gates, they will issue the card holder a "Confiscated AFID Card Receipt" to bring to DEERS. **This report does NOT take the place of a valid form of ID.** If any lost or stolen CAC/ID is found, please return to **ANY** DEERS ID Card Center for proper destruction.

You must present two (2) valid, unexpired, forms of identification listed in the Federal Information Processing Standards 201-2, and one form **MUST** be a photo ID. **Active Duty Service Members please note: AN EXPIRED DRIVER'S LICENSE CANNOT BE USED FOR DEERS IDENTIFICATION PURPOSES.**