

Dependent ID Issuance/Renewal

*****NEW*** PLEASE NOTE: IF A DEPENDENT'S ID CARD IS LOST OR STOLEN, SPONSOR MUST INDICATE THIS IN BLOCK 21 OF DD FORM 1172-2.**

1. **Every ID issuance** requires that the sponsor is present **OR** a Power of Attorney must be presented and signed by the sponsor **OR** sponsor may complete the DD Form 1172-2 with an official notary **OR** the sponsor may complete the DD Form 1172-2 on the Rapids Self-Service website: https://www.dmdc.osd.mil/self_service or <http://www.cac.mil/> (**This option is currently unavailable due to website error. DMDC is working on the restoration of this function**). A dependent ID card will be issued for four (4) years or less and can be renewed within 90 DAYS prior to the expiration date.
2. **Child/Step-child ID Cards (Under Age 21):**
 - Child receiving initial ID card **MUST** present original Birth Certificate and Social Security Card.
 - Renewals for children aged 17 or under: **MUST** bring in original birth certificate and SSN Card whether it is already scanned in DEERS or not – **NO EXCEPTIONS!**
 - Children under the age of 10 do not receive a dependent ID card. (Exceptions – Single Parent, Dual Military Couple, or child resides outside of the sponsor's home).
3. **Spouse ID Cards:**
 - Two (2) valid, unexpired, forms of identification listed in the Federal Information Processing Standards 201-2, and one form **MUST** be a photo ID. ○ ***Note*** If name has changed, proof of name change **MUST** be presented and **MUST** be original.
 - a. Acceptable proof of name change documents:
 - (1) Marriage Certificate
 - (2) Divorce Decree
 - (3) Legal Name Change (Court Document)