



# IDENTITY AND RESIDENCY REQUIREMENTS (Not Federally compliant)



## Step 1

### 1 OR 2 ITEMS TO SHOW PROOF OF IDENTITY

- A birth certificate issued by a **city, town, state, court or federal agency** with a raised seal or stamp of the issuing authority (this would include US Citizens born abroad or a US Department of State issued birth certificate).
- Certificate of Naturalization
- A valid unexpired U.S. Passport or U.S. Passport Card
- A valid Military ID or Military Dependent ID

\*\*\*\*\***HAVE YOU EVER CHANGED YOUR NAME DUE TO: MARRIAGE, DIVORCE, ADOPTION OR OTHER? (read below)**

An important part of proving your identity and residency is ensuring that the documents you are using all reflect your current name (first, middle, and last names) or you will need to show proof of your name change(s), such as marriage certificate(s), or Civil Union Certificate(s) issued by a state or government agency, divorce decree(s), authorization from a Probate Court, etc.

## Step 2

### 1 ITEM TO SHOW ADDITIONAL PROOF OF IDENTITY (not required if providing 2 from Step 1)

- Social Security card issued by the Social Security Administration (SSA). Social Security cards that are tattered and worn will not be accepted (must reflect your current name)
- Paystub with full Social Security Number
- W-2 statement with full Social Security Number
- 1099 statement with full Social Security Number
- A photo/digital image driver license that has not been expired for more than 1 year
- A current employee ID issued by the State of NH, or other photo identification issued by the United States Federal Government
- A Marriage Certificate or Civil Union Certificate issued by a state or government agency
- A Divorce Decree
- Current student photo/digital image ID card (must be current year)
- Military discharge papers/separation papers (for example: DD214)

## Step 3

### 1 ITEM TO SHOW PROOF OF NH RESIDENCY (must show legal address as provided on application)

**Red arrow ➡ indicates must be dated within the last sixty (60) days**

- A title application prepared by a Town or City Clerk or Tax Collector (must not be marked "Non Resident")
- Valid NH Vehicle Registration Certificate (Boat Registration is not acceptable)
- Lease or rental agreement (properly signed by both parties), or a deed for the legal, physical address. ➡ A month-to-month lease must be dated within 60 days.
- Property Tax (real estate) bill for the current year
- Direct verification by a parent or guardian (if parent or guardian is not present, verification must be notarized)
- ➡ A notarized letter from a property owner or current resident
- ➡ A mortgage statement at the property address
- ➡ Any current utility bill or delivery of service bill showing the legal, physical address  
Gas (natural or propane), Electric, Oil, Water/Sewer, Cable/Dish Service or Telephone
- ➡ A government check or a government document issued by an official in the municipality (NH town or city) of residence
- ➡ A payroll check, payroll document, or employment contract

**TRANSFERRING FROM ANOTHER STATE:** The applicant's out-of-state Driver License must be relinquished (RSA 263:4).

**RENEWAL:** Current Valid NH License ONLY or a NH license that has not been expired for more than one (1) year. If no license provided or no photo/digital image is on file, an identity document from Step 1 is required.

**DUPLICATE:** If photo/digital image is on file, nothing further is required. If no photo/digital image is on file, an identity document from Step 1 is required.

**UNDER 18:** Driver Education Certificate, Parental Authorization Certificate, and Certification of Additional Supervised Driving are also required.