



MAGTFTC, MCAGCC
29 PALMS
DEERS/RAPIDS ID CARD OFFICE



Active Duty/Reserve military must be in uniform and properly groomed

PHONE NUMBERS / LOCATION / HOURS: Please call the 29 Palms DEERS ID card office or visit the websites listed below prior to coming in to make sure you have all the correct personal identification and supporting documentation required.

- (760) 830-1911/1922/5365
- Bldg. 1551, the 'Village Center', G-1 Combat Center Personnel Office, between 4th & 5th and Sturgis & Griffin streets (parking lot entrance is on 4th St.).
- 0730 to 1600, Mon - Fri. Closed federal holidays and base holiday liberty periods (as listed in Combat Center Bulletin (CCBuI) 1050 available at:
<http://www.29palms.marines.mil/Staff/G1Manpower/AdjutantOffice/Bulletins.aspx>).

APPOINTMENTS / WALK-INS: Appointments times are approximate, subject to system availability, take precedence over walk-ins and are strongly encouraged, as wait times for walk-ins could be lengthy or cut off prior to 1600 depending on customer volume and/or system wait time.

- Appointments are available 0730-1530 for family members, Officers, SNCOs, and DoD employees.
- Walk-ins are welcome without an appointment on a first-come, first-served basis.

ID CARD ISSUANCE / PKI CERTIFICATES: For family member ID cards, the military sponsor must be present, or the adult family member must provide an original sponsor-signed DD Form 1172-2, a valid General or Special Power of Attorney, or the sponsor-signed DD Form 1172-2 may be scanned into DEERS for ID card issue at alternate RAPIDS sites.

- Two forms of identification are required for ID card issue or renewal from the list below.
- Official documentation (e.g., email from G-6, letter or form from your IT security section) of a government email address must be presented to add PKI certificates to a CAC.

LOST/ STOLEN / CONFISCATED COMMON ACCESS CARD (CAC): Applies only to the CAC, not to family member ID cards. To issue a new CAC to individuals who have lost, stolen, confiscated or destroyed CACs, the DEERS ID card office is required to scan an official report or document into the DEERS data base. Acceptable documents are:

- A civilian police report
- A report from PMO
- A letter or memorandum from either the individual's unit security manager (S2), the individual's supervisor, or for contract employees, the sponsoring Trusted Associate Sponsoring System (TAS) Trusted Agent.

For a letter or memorandum, it may be typed or handwritten, but must be prepared on the activity's letterhead and dated and signed via ink or digital signature.

HELPFUL WEBSITES:

- DEERS/RAPIDS Self-Service Portal: https://www.dmdc.osd.mil/self_service/
- DEERS/RAPIDS ID card office Site Locator: <https://www.dmdc.osd.mil/rsl/appj/site>
- DD Form 1172-2: <http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd1172-2.pdf>
- DoD Common Access Card information: <http://www.cac.mil/common-access-card/>

DoD List of Acceptable Identity Documents

Applicants are required to provide two forms of identity source documents (*only original or certified copy by the document issuer or holder are acceptable*), one of which must be from the PRIMARY list below. Both can be from the primary list, but they must be separate documents (e.g., if the primary source document is a passport from Italy, the second document cannot be a passport from another country). Identity source documents must be bound to that applicant and **shall be neither expired nor cancelled**. If the two identity source documents bear different names, evidence of a formal name change must be provided (e.g., marriage certificate, a divorce decree, judicial recognition of a name change, or other mechanism permitted by State law or regulation). Reference documentation:

- DMDC PKI VOIS (<https://pki.dmdc.osd.mil/appj/vois/policy.do?group=Policy>)
- Federal Information Processing Standards Publication 201-2 (FIPS - <http://csrc.nist.gov/publications/>)
- DoD Common Access Card (<http://www.cac.mil/common-access-card/>)

<u>PRIMARY</u>	<u>SECONDARY</u>
U.S. Military ID card	U.S. Social Security Card issued by the SSA
Military Dependent ID card	Birth certificate issued by a state, county, municipal authority or outlying possession of the U.S. bearing an official seal
Driver's license or ID card issued by federal, state, local, government agency or outlying possession of the U.S. with photo.	ID Card issued by a federal, state, or local government agency or entity, provided it contains a photograph.
U.S. Passport or a U.S. Passport Card	Voter's Registration Card
Foreign Passport	U.S. Coast Guard Merchant Mariner Card
Personal Identity Verification (PIV) Card	Certificate of U.S. Citizenship (Form N-560 or N-561)
U.S. Citizenship and Immigration Services (USCIS) Employment Authorization Document that contains a photo (Form I-766).	Certificate of Naturalization (Form N-550 or N-570)
U.S. Citizenship and Immigration Services (USCIS) Permanent Resident Card or an Alien Registration Receipt Card (Form I-551).	U.S. Citizen ID Card (Form I-197)
	ID Card for Use of Resident Citizen in the United States (Form I179)
<p><i>Only original or certified copy by the document issuer or holder are acceptable</i></p>	Certificate of Birth Abroad issued by the Department of State (Form FS-545 or Form DS-1350)
	Temporary Resident Card (Form I-688)
	Employment Authorization Card (Form I-688A)
	Reentry Permit (Form I-327)
	Refugee Travel Document (Form I-571)
	Employment Authorization Document issued by DHS.
	Employment Authorization Document issued by DHS with photo (Form I-688B)
	Driver's license issued by a Canadian government entity
	Native American tribal document