

### **Document Checklist**

### GETTING OR RENEWING A MA DRIVER'S LICENSE, LEARNER'S PERMIT, OR MA ID CARD?

On March 26, 2018, you need documents showing U.S. citizenship or lawful presence as required by federal and state law. Review the checklist below for the types of documents you will need. All documents MUST be originals.

### **GET READY**

### STEP 1:

Locate your Social Security Number (Choose 1 document for REAL ID. For a Standard ID, SSN must be verified electronically.)

- SSN Card
- W-2 Form
- SSA-1099 Form
- Non-SSA-1099 Form
- Pay stub with applicant's name and SSN

\*Applicant without an SSN must present an SSA denial notice, foreign passport, Visa, and I-94.

Document presented must display full nine digits of SSN.

### STEP 2:

### Choose one lawful presence/ date of birth document

- U.S. Passport/Passport card
- Certified copy of U.S. birth certificate
- Certificate of Citizenship (Form N-560 or N-561)
- Certificate of Naturalization (Form N-561 or N-570)
- Consular Report of Birth Abroad (Form FS-240, DS-1350, FS-545)
- Permanent Resident Card (Form I-551)
- Employment Authorization Card (Form I-766 or I-688B)
- Foreign Passport with U.S. Visa affixed and I-94 Stamp





### Choose a MA residency document (2 for REAL ID, 1 for MA Standard ID)

- MA RMV-issued documents such as a renewal letter
- State/Federal/Municipal/City/Town/Country Agency-issued documents such as 1st class mail, MA-issued professional license with photo, Medicaid statement, firearms card, jury duty summons, court correspondence, property tax, or excise tax dated within 60 days
- Bills such as a utility bill, credit card statement, or medical statements dated within 60 days
- Lease, mortgage, or rental contract dated within 60 days
- Financial-related documents such as a bank statement with image of personal checks, W-2, pension statement, retirement statement, pay stub, SSA statement, or installment loan contract dated within 60 days
- School-issued documents such as school transcript, proof of enrollment, tuition bill, school record for the current year

### **GET YOUR LICENSE/ID**

- Start application online at mass.gov/ID.
- For renewals applicants must choose:
  - Standard license or ID card: may be able to complete online.
  - REAL ID license or ID card: must visit a RMV Service Center or a AAA office (if member).
- All first-time applicants must visit a RMV Service Center and bring appropriate documents.
- A REAL ID license/ID costs the same as a Standard license/ID.

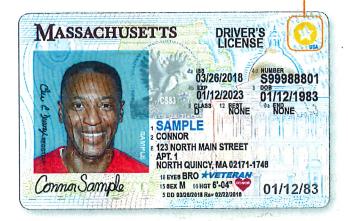
mass.gov/ID

On March 26, 2018, you need documents showing U.S. citizenship or lawful presence as required by federal and state law and you need to decide which Massachusetts credential you would like.

### **REALID**

Massachusetts Driver's License/ ID Card

Indicator on card is a star to designate that it is a federally compliant card



- **★ CANNOT** be processed online must visit an RMV Service Center or AAA members can visit a AAA branch if not a first-time applicant
- Proof of U.S. citizenship or lawful presence required
- ✓ Is a valid driver's license or identification card
- Is valid for up to 5 years or length of stay in the U.S.
- CAN be used to board a plane in the U.S. or enter federal buildings after October 2020
- Is an acceptable form of identification for federal purposes

### **Standard**

Massachusetts Driver's License/ ID Card

Indicator on card is 'NOT FOR FEDERAL ID' to designate that it is NOT a federally compliant card



- ✓ CAN potentially be processed online
- Proof of U.S. citizenship or lawful presence required
- ✓ Is a valid driver's license or identification card
- ✓ Is valid for up to 5 years or length of stay in the U.S.
- **CANNOT** be used to board a plane in the U.S. or enter federal buildings after October 2020
- **\*** Is an unacceptable form of identification for federal purposes

Review the checklist on the back for the types of documents you will need when getting or renewing your driver's license, learner's permit, or ID card.





# What is ATLAS?

In order to comply with federal and state law, the RMV is transforming its business processes and replacing its mainframe system with new, modern technology – ATLAS – to deliver exceptional customer service for residents and businesses across the Commonwealth.

# **Changes to Identification Requirements**

documentation showing United States citizenship or lawful presence as required by federal and state law. Visit On March 26, 2018, to get or renew any driver's license, ID card, or learner's permit, customers will need mass.gov/id for complete list of acceptable identification documents. Customer's will need:

## Standard Cards

- 1 document to prove lawful presence (passport, birth certificate, etc.)
- Social Security Number must verify electronically
- residency (current bill, current lease, etc.) 1 document to prove Massachusetts

### **REAL ID Cards**

- 1 document to prove lawful presence (passport, birth certificate, etc.)
- Number (SSN card, W-2 with full SSN etc.) 1 document to prove Social Security
  - residency (current bill, current lease, etc.) 2 documents to prove Massachusetts

# RMV Cutover Weekend

business services Including Service until 8 a.m. 3/26 rsd 7:00 p.m.

RMV stops all
business servic Centers, AAA, A March 22

March 24
rd No Road Tests
No Vehicle
Inspections Wierrch 23 id No Road Tests No Vehicle

No Internet

Inspections

including online or No RMV Services, at AAA locations

including online or No RMV Services,

March 25 Sund No Road Tests No Vehicle

**Transactions** Inspections No Internet

No Internet

No RMV Services, including online

March 26
dd 8:00 a.m.
n Go Live ATLAS
All RMV Services Resume

Centers Reopen Reopen at AAA **RMV Services** 

RMV Service