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Getting an ID When You Have Lost all Forms of ID

What do you do when you have lost all your forms of ID? Here is a step-by-step guide:

1. **First, replace your Birth Certificate**
    - Order in person
        - In South Dakota, go to the State Office of Vital Records of any Register of Deeds office, and complete an application.
            - Bring 2 alternative forms of identification (if you do not have a government issued photo ID, alternatives could include: utility bill with current address; bank statement with current address; pay stub (must include your name, Social Security number plus name and address of business); or car registration or title with current address.
        - Fee: Certificate, $15.00
        - Payment options: May vary by location. Call ahead to find out.
    - Order online or by phone
        - Go to Ordering Vital Records for complete information and costs. South Dakota uses a third-party vendor for phone and online requests.
    - Order by mail
        - Obtain an application online at https://doh.sd.gov/licensing-and-records/vital-records/order-vital-records/ or at any Register of Deeds office.
        - Mail it in to one of the following:
            - Any County Register of Deeds Office
            - The State Office, 221 West Capitol Avenue, Pierre, SD 57501

      Application must be signed by a notary **or** a clear copy of an acceptable photo ID

        - Fee: Certificate, $15.00, mailing fees will vary.
        - Payment options: Check or money order.
2. **Second, replace your Driver's License or Non-Driver ID**
    - Take your certified birth certificate and other necessary documents to the local Department of Public Safety to replace your driver's license or non-driver ID.
        - For those who don't have the necessary documents, consider filling out a Consent for Use of South Dakota Address form through the Department of Public Safety. This would allow you to list another person's address as your own; that person would fill out the form and provide appropriate documentation.
        - For individuals who are in a temporary living situation (homeless shelter, treatment facility, etc.) that program's staff can write a letter stating that you currently reside at their facility. It should be on company letterhead.
    - Some people may be eligible to renew or obtain a duplicate online. https://dps.sd.gov/driver-licensing/renew-and-duplicate/renew-online
        - You will need to upload 2 documents that prove your address. They must show your name and be less than one year old.

- The license will be mailed in 2-3 weeks, and there is an additional $2.00 fee (in addition to the renewal fee) for using the online option.

3. **Finally, replace your Social Security Card**
   - In person:
     - Print out an application online at https://www.ssa.gov/forms/ss-5.pdf, or you can obtain one at a local social security office.
     - Submit the application along with appropriate required documents:
       - Citizenship = US. Birth certificate or U.S. Passport
       - Proof of age = Birth Certificate
       - Proof of identity = U.S. driver's license; State-issued non-driver identification card; or U.S. passport.
       - If you do not have these documents (and can't get them replaced) you will need other documents such as: employee identification card; school identification card; health insurance card (not a Medicare card); or U.S. military identification card.
       - Please note:
         - documents must be original; copies or expired documents won't be accepted
         - 1 document can be used for 2 purposes (ie. a passport can be both proof of both citizenship and identity. However, you need at least 2 separate documents total)

   - Online: You may be able to apply for a replacement card online if you:
     - Are a citizen age 18 or older with a U.S. mailing address (this includes APO, FPO, and DPO addresses)
     - Are not requesting a name change or any other change to your card
     - Have a driver's license or state-issued identification card from one of the many participating states or the District of Columbia.
     - Visit: https://www.ssa.gov/ssnumber/ for more information

For more information on obtaining various forms of ID, call 211 or search our online database:

- www.helplinecenter.org/2-1-1
  - Enter your zip code
    - Select Government category

Sources:

- Department of Health Certificates & Records https://doh.sd.gov/licensing-and-records/vital-records/
- Department of Public Safety https://dps.sd.gov/driver-licensing
- Social Security Administration https://www.ssa.gov/ssnumber/

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