



# City of Middletown Municipal ID Application/Renewal

## CARD APPLICATION TYPE & Fees: (Check One)

- New Applicant (ADULT) – \$15       New Applicant (SENIOR 62+) – \$7       New Applicant (CHILD 14-17) – \$7
- New Applicant (VETERAN) – \$7       New Applicant (DISABLED) – \$7       Information Change – \$5

## APPLICATION INFORMATION

1. First Name: \_\_\_\_\_ 2. Middle Initial: \_\_\_\_\_
3. Last Name: \_\_\_\_\_ 4. Other Names Used: \_\_\_\_\_
5. Date of Birth: \_\_\_\_\_ 6. Height: Feet \_\_\_\_\_ Inches \_\_\_\_\_
7. Physical Home Address: \_\_\_\_\_ Apt: \_\_\_\_\_
- City: Middletown      State: NY      Zip Code: 10940

- **Municipal ID's are issued at the City Clerk's Office on Wednesday & Thursday only between the hours of 9:00AM to 3:00PM.**

Approval of the City of Middletown Municipal ID Application is conditional on approval of legitimacy of documents submitted.

### As a City of Middletown Municipal Identification cardholder, I understand that:

- The City of Middletown Municipal ID Card is issued solely to residents of the City of Middletown, NY and is non-transferable.
- The card is valid for a term of 4 years from date of issuance.
- Altering or intentionally damaging the card, using another person's card, or allowing your card to be used by another person may result in confiscation of the card and charges under the NYS Penal Law.
- Cardholder must notify the City of Middletown immediately if a card is lost or stolen.
- The cardholder is responsible for paying any replacement fee when a card is lost, stolen, confiscated, or intentionally damaged, or when any information is changed at cardholder's request.
- Relocation out of the City of Middletown invalidates the card, which shall be returned to the City for destruction.

## CERTIFICATION

8. \*Certification: I affirm that I live in the City of Middletown, NY; I am at least 14 years of age and all documents submitted and statements made on this application are true to the best of my knowledge. I certify that by signing this application I agree to an inquiry conducted by the City of Middletown NY to verify and confirm the information that I have submitted. I also acknowledge that submission of false documentation or other false information to the City Clerk's office to obtain a City of Middletown Municipal Identification Card is a violation and will be prosecuted to the fullest extent pursuant to the Penal Law of the State of New York.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE (MM/DD/YYYY)

\_\_\_\_\_  
GUARDIAN (if applicable)

**The City Clerk's Office has reviewed the documents submitted by the applicant.  
The application will not be retained, but returned to the applicant. Clerk Initials: \_\_\_\_\_**



# City of Middletown Municipal ID Application/Renewal

All applicants must meet the following criteria to apply for the City of Middletown ID Card:

**6 POINTS OF PROOF ARE REQUIRED: 4 IDENTIFICATION + 2 RESIDENCY POINTS**

*All documents must be original or certified copies, and have the required state and/or municipal seals and translated if needed.*

## **4-Point Documents for both Identity and Residency**

### **Please Check Item**

- U.S. State Driver's License or Learner's Permit (photo ID required)
- U.S. State Identification Card
- Jury Summons or Court Order Issued by Federal, State or City Court (must reflect identity and address)

## **Proof of Identity**

### **4-Point Documents: Please Check Item**

- U.S. or Foreign Passport
- U.S. or Foreign Military ID card
- U.S. or Foreign Birth Certificate
- U.S. Permanent Resident (Green Card)
- Consular ID with photograph
- Visa or U.S. Work Permit (must be current)
- National Identification card (must have photo, name, address, date of birth and expiration date)
- Foreign Driver's License
- A Photo Identification Card with name, address, date of birth, and expiration date issued by another country to its citizens or nationals as an alternative to a passport for re-entry to the issuing country

### **3-Point Documents: Please Check Item**

- U.S. Citizenship and Naturalization Certificate
- U.S. Boaters License
- Temporary Protected Status (TPS) card with photo
- State Veterans ID with photo
- U.S. Federal Government or Tribal-issued photo ID

### **2-Point Documents: Please Check Item**

- NY Auto Registration (must be valid)

### **1-Point Documents: Please Check Item**

- ITIN card (must be accompanied by an ID with a photograph)
- Written verification issued by a social services agency or homeless shelter
- Social Security card
- Electronic Benefit Transfer (EBT) card
- High school or college diploma
- Voter registration card
- Unemployment Photo ID Card
- Other

## **Proof of Residency: Please Check Item**

2-Point Documents (all must be dated within the past year)

- Utility bill with name and address
- Notarized residential lease
- Automobile insurance card
- Local property tax statement
- Federal or State income tax or refund statement
- Mortgage payment receipt

### **1-Point Documents: Please Check Item**

- Proof of a minor enrolled in Middletown public or private school based upon a City address
- Insurance bill other than automobile (dated within the past year)
- Bank statement (dated within the past year)
- Employment pay stub (dated within 60 days)
- Other

**PLEASE NOTE: P.O. BOXES DO NOT SHOW PROOF OF RESIDENCY**

