



SAN FRANCISCO CITY ID FACT SHEET

The SF City ID Card is a photo identification card for San Francisco residents that streamlines access to City programs and connects residents to local businesses.

Background

After September 11, 2001, federal laws such as the "Patriot Act" and the "Real ID Act" required government agencies to impose stricter standards for proof of identification. As a response to the many San Francisco residents who lack proper identification when accessing local public services such as the police and hospitals or private financial institutions, San Francisco launched the City ID program in 2009 to mirror the successful municipal ID program in New Haven, Connecticut. Other Bay Area cities, including Oakland and Richmond, are currently considering similar programs.

How does the SF City ID Card benefit our communities?

The ID represents a step forward in strengthening all communities by ensuring human rights, dignity, and the opportunity to access resources. This will greatly benefit undocumented immigrants, transgender individuals, and homeless, many of whom have been marginalized by the current state and federal identification systems.



San Francisco Immigrant Legal & Education Network | SFILEN

African Immigrant & Refugee Resource Center ♦ Arab Resource & Organizing Center ♦
Asian Law Caucus ♦ Asian Pacific Islander Legal Outreach ♦ CARECEN ♦
Chinese for Affirmative Action ♦ Dolores Street Community Services ♦
Filipino Community Center ♦ La Raza Centro Legal ♦ La Raza Community Resource Center ♦
Mujeres Unidas y Activas ♦ PODER ♦ St. Peter's Housing Committee

PROOF OF IDENTITY

ONE of the following documents (must display applicant's photograph and date of birth):

- US or Foreign Passport:
- US Driver's License
- US State ID
- US Permanent Resident Card (Green Card)
- Consular Identification (CID)
- Photo ID Card issued by another country to its citizens or nationals that meets the requirements of San Francisco Administrative Code 95.1(a)

NOTE: Applicants 13 and under may also present:

- Birth certificate (certified copy; photograph not required)

Or, **TWO** of the following documents (at least one document must display applicant's date of birth and photograph*):

*The photograph requirement does not apply to applicants 13 and under

- Certified Copy of US or Foreign Birth Certificate
- Social Security Card
- National ID Card with photo, name, address, date of birth, and expiration date
- Foreign Driver's License
- US or Foreign Military Identification Card
- Current Visa issued by a government agency
- US Individual Taxpayer Identification Number (ITIN) authorization letter
- California Educational Institution Identification Card: elementary, middle, secondary and post secondary schools

NOTE: Applicants 13 and under may also present the following (at least one document must display date of birth; photograph not required):

- Official medical record
- Official school record

PROOF OF RESIDENCY

ONE of the following documents containing the applicant's name and residential address within San Francisco:

*documents must be dated within the last 30 days

- Utility bill*
- Local property tax statement or mortgage payment receipt*
- Bank account statement*
- Proof of a minor currently enrolled in a San Francisco school
- Current San Francisco Golf Resident Card
- Employment pay stub*
- Written ruling, order or notice from the Residential Rent Stabilization and Arbitration Board*
- Jury summons or court order issued by a state or federal court*
- Federal or state income tax or refund statement*
- Insurance bill (homeowner's, renter's, health, life or automobile insurance)*
- Written verification issued by a homeless shelter that receives City funding confirming at least 15 days residency within the last 30 days
- Written verification issued by a hospital, health clinic or social services agency that receives City funding confirming at least 15 days residency within the last 30 days
- If a certified copy of a marriage certificate is presented at the time of application, an applicant may prove residency using documents bearing the name of his/her spouse.

NOTE: For applicants 13 and under unable to provide residency documents, a parent or legal guardian may verify the child's residency, provided the parent or guardian would be eligible for a City Identification Card him or herself.

Frequently Asked Questions

1. Who can get a SF City ID card?

Any person who has lived in San Francisco for at least 15 days within the last 30 days can apply for a City ID card.

2. Where and how can I get the City ID card?

First, you will need to make an appointment using one of the following ways:

- a) Using the online appointment reservation system,
<http://www.sfgov.org/SFCityIDCard>
- b) By calling 3-1-1, San Francisco's information line for City services
- c) In person at the County Clerk's main office in City Hall Room 168, Mon-Fri (9AM-4PM). Only 100 walk-in appointments will be made per day.

****Same day appointments will not be made.**

For your appointment, you will need to go to the Office of the County Clerk at City Hall Room 82:

- Bring a completed application, which you can get online at:
http://www.sfgov.org/site/countyclerk_index.asp?id=96684 or at the County Clerk's main office
- Pay your fee
- Take a picture
- Receive your card

3. What type of documents can I use to prove my residency?

Proof of residency documents must show the **applicant's name, San Francisco address, and must be dated within the last 30 days, in most cases.** See page 2 for a list of acceptable documents. **Expired documents and cell phone bills are not accepted.**

4. What type of documents can I use to prove my identity?

Proof of identity documents must have the **applicant's name, photo, and his or her date of birth.** Some exceptions exist for youth 13 years of age or younger. See page 2 for a list of acceptable documents. **Expired documents are not accepted.**

5. What information will be on the card?

The following information will be printed on the card: applicant's full name, photograph, address, signature, date of birth, and card issue and expiration dates. You also have the option of listing medical conditions, allergies and emergency contacts on your card.

6. How much will the City ID card cost?

Adults (14 yrs of age and older) pay \$15. Children (13 yrs of age and younger), seniors (62 yrs of age and older), and low income individuals pay \$5 if they bring proof of their low-income status (e.g. enrollment in food stamps, Medi-Cal, CalWORKS, public housing, etc.).

7. What can I use the City ID card for?

City ID card holders can:

- Use it as proof of identity and residency when accessing City services, including using it as a public library card and opening a family account with the Recreation and Parks Department
- Open a checking account at participating banks (visit www.bankonsf.org for a list of banks)
- (Optional) List important information including: medical conditions, allergies, and an emergency contact.
- Provide discounts at local restaurants, museums, and more! For a list of participating businesses please visit: http://www.sfgov.org/site/countyclerk_index.asp?id=96558

8. How long is the City ID valid for?

The Card is valid for 2 years from the date of issuance (or until the card holder turns age 14), so long as the cardholder remains a resident of San Francisco.

9. What if I lose my City ID card?

If you lose your card, you can request up to one replacement and will need to pay - as well as go through the application process again.

10. Can I drive with the City ID?

No, the SF City ID Card is not a license to drive.

11. What's the difference between a California ID and the City ID?

A California ID card is valid for six years (or 10 years for senior citizen IDs). It requires fingerprints and a social security number. It may also double as a driver's license (if qualified) and costs \$24-\$28 (free for seniors). The City ID is valid for two years, does not require fingerprints nor a social security number, cannot be a driver license, and costs \$5-\$15. The City ID also permits certain discounts and allows streamline access to City services.

12. What are the limitations of the City ID?

The City ID card is not intended to be used as proof of legal age to purchase alcohol or tobacco, and not intended to be accepted by federal agencies for federal identification or other official purposes