

ITIN Document Checklist

Before your tax appointment, make sure you have documents for each person applying for an ITIN. All documents must be valid and unexpired. If you need to request documents from a school, medical office, utility company, or bank, you can take this paper with you to show them exactly what you need. We cannot complete your ITIN application or tax returns without these documents. *Important: to be a spouse on a tax return, you must be considered legally married by the government in the country where you got married. If you are not legally married, then you are considered a dependent.*

I am the primary taxpayer or spouse, and I have a passport

- Passport - if you have an unexpired passport, this is all you need. Bring it to your appointment.

I am the primary taxpayer or spouse, but I do not have a valid passport

Bring TWO documents from this list (one of them must include a photo):

- Original birth certificate
- National ID card
- Foreign voter ID card
- Foreign military ID card
- Visa issued by the United States
- Photo ID from USCIS
- Foreign driver's license
- US driver's license
- US State photo ID card
- US military ID card

I am a dependent under 6 years of age

Bring your passport or your original birth certificate, AND one of the following:

- Visa issued by the United States
- Medical records that include:
 - child's name
 - child's birthdate
 - child's U.S. address
 - name of the doctor or medical office
 - address of the medical office
 - phone number of the medical office
 - a signature or stamp from someone who works at the medical office

I am a dependent between 6-18 years of age

Bring your passport or your original birth certificate, AND one of the following:

- Visa issued by the United States
- School records that include:
 - child's name
 - child's birthdate
 - child's U.S. address
 - child's most recent grades/report card
 - name of the school
 - address of the school
 - phone number of the school
 - a signature from a school official

I am a dependent over 18 years of age

Bring TWO documents from this list (one of them must include a photo):

- Passport
- Original birth certificate
- National ID card
- Foreign voter ID card
- Foreign military ID card
- Visa issued by the United States
- Photo ID from USCIS
- Foreign driver's license
- US driver's license
- US State photo ID card
- US military ID card
- Most current bank statement - original document from the bank that includes:
 - Full name
 - US address
 - Full account number
 - Signed or stamped by the bank
- Most current utility bill (gas, electric, phone, internet, water, etc.) - original document that is mailed to you from the company
- Current rental agreement or lease - must be original and signed by your landlord