

Arkansas Army National Guard
Defense Enrollment Eligibility Reporting Office (DEERS)
Camp J.T. Robinson 501-212-5065 or 501-212-5037
TO MAKE A DEERS APPOINTMENT FOR CAMP ROBINSON ONLY, GO TO:
[HTTPS://RAPIDS-APPOINTMENTS.DMDC.OSD.MIL](https://RAPIDS-APPOINTMENTS.DMDC.OSD.MIL)

**** CALL FOR AN APPOINTMENT FIRST FOR THE FOLLOWING SITES****

Ft. Smith 188th 479-573-5761 or 479-573-5766
Barling AFRC 479-484-3891 or 479-484-3941
Warren 501-212-7587 or 501-212-7571
Texarkana 903-334-2608 or 903-334-2716
Jonesboro 870-910-7026 or 870-910-7022 Drill Weekends Only

Obtaining an ID card or CAC:

ID cards and CAC's are issued at the DEERS & ID Cards office inside the Joint Services Support (JSS) Building 7301 Kansas Ave. on Camp Joseph T. Robinson, North Little Rock, AR 72199.

- **ALL MILITARY CAC RECEIPTS MUST BE IN MILITARY GROOMING STANDARDS FROM THE NECK UP IN ACCORDANCE WITH AR 670-1. YOU DO NOT HAVE TO BE IN A MILITARY UNIFORM TO RECEIVE A MILITARY CAC.**

Dependents:

If your Sponsor is not with you at the DEERS Office, you will need a current DD Form 1172-2 signed within 90 days or a valid Power of Attorney. The DD Form 1172-2 must be signed by the sponsor in one of the following ways: with a DEERS Verifying Official, digitally signed by CAC, or notarized with a wet signature.

Identification (original documents or certified copy, no exceptions):

You must present **TWO** valid/current forms of identification from the Lists of Acceptable Documents from the Form I-9 attached to this page. We cannot process your request without this documentation.

- ONE PHOTO ID IS REQUIRED.
- ONE SECOND FORM OF ID REQUIRED WITH OR WITHOUT PHOTO.
- EXPIRED ID'S WILL NOT BE ACCEPTED.
- NO LOCALIZED WORK ID'S WILL BE ACCEPTED.
- CURRENT ID MUST BE NO MORE THAN 30 DAYS OUT OF EXPIRATION TO RECEIVE NEW ID UNLESS GOING TDY.

Lost or stolen CAC's (original documents or certified copy, no exceptions):

- Must have two forms of valid ID.
- Must have a Memorandum for Record or a DA Form 4856 by your NCOIC or Commander of your unit. If you're a civilian, the memorandum must be from your supervisor.

To add a new spouse in DEERS/RAPIDS (original documents or certified copy, no exceptions):

- Spouse's Driver's License or State ID with new last name.
- Marriage Certificate.
- Birth Certificate.
- Social Security Card with or without new last name.

To add a child in DEERS/RAPIDS (original documents or certified copy, no exceptions):

- Child's birth certificate or hospital proof of birth certificate.
- Child's Social Security Card.
- Stepchild – must have marriage certificate in addition to Social Security card and birth certificate.
- Ward, Custody, Foster, Adoption or Incapacitation – must have court documents.
- Illegitimate child – must have court documents or Voluntary Acknowledgement of Paternity notarized.

Children ID's:

- Children age 10-20 can be issued a Dependent Military ID with a signed DD 1172-2 from sponsor.
- Children age 21-23 can receive ID if enrolled as a FULL-TIME (not part-time) student at an accredited college. Must bring in original letter from Registrar's Office stating child's name, enrolled as a full-time student, semester attending, and expected graduation date. Student schedule is not accepted.
- Children 23-26 can receive an ID if enrolled in the Tricare Young Adult Program. That must be set-up first through Tricare, not with us.

LISTS OF ACCEPTABLE DOCUMENTS

All documents must be UNEXPIRED

Employees may present one selection from List A
or a combination of one selection from List B and one selection from List C.

LIST A Documents that Establish Both Identity and Employment Authorization	OR	LIST B Documents that Establish Identity	AND	LIST C Documents that Establish Employment Authorization
<ol style="list-style-type: none"> 1. U.S. Passport or U.S. Passport Card 2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551) 3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa 4. Employment Authorization Document that contains a photograph (Form I-766) 5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status: <ol style="list-style-type: none"> a. Foreign passport; and b. Form I-94 or Form I-94A that has the following: <ol style="list-style-type: none"> (1) The same name as the passport; and (2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form. 6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI 	OR	<ol style="list-style-type: none"> 1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address 2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address 3. School ID card with a photograph 4. Voter's registration card 5. U.S. Military card or draft record 6. Military dependent's ID card 7. U.S. Coast Guard Merchant Mariner Card 8. Native American tribal document 9. Driver's license issued by a Canadian government authority <li style="text-align: center;">For persons under age 18 who are unable to present a document listed above: 10. School record or report card 11. Clinic, doctor, or hospital record 12. Day-care or nursery school record 	AND	<ol style="list-style-type: none"> 1. A Social Security Account Number card, unless the card includes one of the following restrictions: <ol style="list-style-type: none"> (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION 2. Certification of Birth Abroad issued by the Department of State (Form FS-545) 3. Certification of Report of Birth issued by the Department of State (Form DS-1350) 4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal 5. Native American tribal document 6. U.S. Citizen ID Card (Form I-197) 7. Identification Card for Use of Resident Citizen in the United States (Form I-179) 8. Employment authorization document issued by the Department of Homeland Security

Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274).

Refer to Section 2 of the instructions, titled "Employer or Authorized Representative Review and Verification," for more information about acceptable receipts.