



# Retiree & Dependent ID Card Renewal Application

Complete a separate application for each dependent requesting new card

### Sponsor Information

First Name:

Last Name:

E-mail Address:

Phone Number:

duty cell

DOD ID Number:

Completed 1172-2 online Yes No (sponsor must complete BEFORE submitting)

(<https://www.dmdc.osd.mil/milconnect>)

Sign in > more tools > view ID card info > select "Replace ID Card" under applicable dependent(s) > go through final process.

Alternate site: [https://pki.dmdc.osd.mil/self\\_service](https://pki.dmdc.osd.mil/self_service)

\*\*If you are unable to sign the 1172-2 online, you can get the fillable version on our website.

Complete it with the instructions and have a notary witness the sponsor signing it. \*\*last resort\*\*

### Dependent Information (if applicable)

First Name:

Last Name:

ID Expiration Date (mm/dd/yyyy):

Reason for new ID card:

Lost/Stolen

Damaged

Expired/Expiring

Photo was taken within the last 7 days:

### Address of member getting the ID Card:

Street Address:

City:

State:

Zip Code:

### Dependent Child Information (If Applicable)

1. Is the child > 21 yrs?

Yes (go to #2, must be full time student)

Yes, enrolled in Tricare Young Adult Program

No

2. Full time students MUST have a letter from the school's registrar

Yes, letter is attached

### **Two forms of identification submitted**

**Note:** copies of both must be submitted with application. The same forms must be presented to the customer service technician at the MPF by the dependent picking up the card.

#1 –

#2 –

Comments:

**NEXT STEPS:** Upload this completed renewal application with 2x forms of identification a photo of dependent (taken on white/off-white background, shoulders up) to AMRDEC SAFE at <https://safe.amrdec.army.mil/safe/> and e-mail to [55FSSFSMPSIntro@us.af.mil](mailto:55FSSFSMPSIntro@us.af.mil) An encrypted message can also be sent to our e-mail address above. Please allow up to 7 days before calling 402-294-2374 to check on the status. An e-mail will be sent to the provided e-mail address when card is ready for pick up. The Sponsor does not need to be present for pick up. The member(s) receiving the card will need to sign the ID at pick up.

### **ACTIONS to be completed by the MPF ONLY** (enter date & initials of customer service technician completing action)

Request received:

Card was created:

E-mail was sent for pick up:

Dependent picked up card: