



### DEERS Information Update Application

Each application can only be used for up to two DEERS updates

> View <https://www.tricare.mil/deers> first to see what you can update on your own

#### Sponsor Information

First Name:

Last Name:

E-mail Address:

Phone Number:

duty cell

DOD ID Number

**Update #1:** Please select the kind of update you need. If it's not listed, please make an appointment and come in person.

Comments: *Please enter any additional information that will help us process your request in a timely manner, to include the names of dependents we are updating. If you are/were mil-to-mil, please indicate that in the comments section.*

**Update #2:** If applicable, please select the kind of update you need.

Comments: *Please enter any additional information that will help us process your request in a timely manner, to include the names of dependents we are updating. If you are/were mil-to-mil, please indicate that in the comments section.*

Please select all forms being provided with this application: **\*\*\*Scanned/photo copies MUST be in color, they will be rejected if not\*\*\*** Identity source documents must be bound to applicant and shall neither be expired nor canceled. If the two identity source documents bear different names, evidence of formal name change must also be provided.

Birth Certificate/Certificate of Live Birth

Marriage Certificate

Divorce Decree Primary Identity Source

Social Security Card

Primary Identity Source Document **\*\*Include a photo ID of spouse for marriage updates**

Adoption Paperwork

Secondary Identity Source Document (Select type from drop down)

Letter from Registrar

#### **NEXT STEPS:**

Send an **encrypted email**, **Subject line: DEERS update\_Last, First name (of sponsor)** with this form and all applicable "certified" color, copies of source documents identified to **55FSSFSMPSIntro@us.af.mil**

**Can't send encrypted message?** Try out AMRDEC SAFE to send encrypted messages from your personal computer. Go to <https://safe.amrdec.army.mil/safe/> and send it to **55FSSFSMPSIntro@us.af.mil** *\*This address does not apply to the warning on AMRDEC to not send messages to group accounts.* You may have to verify AMRDEC through your personal email (if used) before it will send to our org box.

Please allow **up to 5 duty days** for actions to be completed before calling 294-5019 to check on the status.

An e-mail will be sent to the provided e-mail address when the update has been made or if there are follow up questions.

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

Request received date/by:

DEERS updated date/by:

E-mail was sent date/by:

MilPDS updated date/by:  
if applicable