



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 goals > 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
 **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: 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 55FSS.FSPS.CUSTOMERSERVICE@us.af.mil

*Can't send encrypted message? Go to <https://safe.arl.army.mil/>, and send it to 55FSS.FSPS.CUSTOMERSERVICE@us.af.mil *This address does not apply to the warning on Safe.Arl.Army. to not send messages to group accounts. You may have to verify Safe.Arl.Army 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. Another option is to password protect the attachment containing PII and send two separate emails, one containing the password protected attachment and another with the password in a separate email (please see our website for instructions on password protecting). **ACTIONS to be completed by the MPF ONLY** (enter date & initials of customer support technician completing action)*

Request received: _____ Card was created: _____

E-mail was sent for pick up: _____ Dependent picked up card: _____