

Citizenship Document Certification Form

INSTRUCTIONS

In order for any person to obtain a federal security clearance, they must provide an acceptable form of proof of U.S. citizenship as listed below. This requirement is for personnel applying for a clearance through SAIC. All documentation must be the original or certified copies of the original documents.

Any original or certified copy document, or its successor, listed below is an acceptable form of U.S. citizenship:

- A birth certificate certified with the registrar's signature, which bears the raised, embossed, impressed, or multicolored seal of the registrar's office.
- A current or expired U.S. passport or passport card that is unaltered and undamaged and was originally issued to the individual.
- A Department of State Form FS-240, "Consular Report of Birth Abroad of a Citizen of the United States of America."
- A Department of State Form FS-545 or DS-1350, "Certification of Report of Birth."
- A U.S. Citizenship and Immigration Services Form N-560 or N-561, "Certification of U.S. Citizenship."
- A U.S. Citizenship and Immigration Services Form 550, 551, or 570, "Naturalization Certificate."

A valid or expired U.S. passport or passport card that is unaltered and undamaged and was originally issued to the individual.

PERSONAL INFORMATION

Name:

Date:

Document Type (Birth Certificate, Passport, FS240):

Document Number:

CERTIFICATION

I, _____ acknowledge that I have examined the ORIGINAL or Certified Copy document presented by the above-named individual and certify that to the best of my knowledge the document is genuine and has not been altered, facsimiled or otherwise copied.

Name & Title:

Date:

Signature:

Notary Seal (required only if verified outside of an official SAIC authority):