

Citizenship Verification Form

INSTRUCTIONS

In order for any person to obtain a federal security clearance, applicants must provide an acceptable form of proof of U.S. citizenship as listed below. This requirement is for personnel applying for an initial security clearance through SAIC. All documentation must be the original or certified copies of the original documents. Names on citizenship documentation that do not match the current legal name must be accompanied by a court order of legal name change.

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/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):