

## Instructions for Proof of Lawful Presence Attestation

### Background Information

Effective July 1st, Idaho House Bill 135 mandated that all Idaho Public Health Districts verify that adults applying for public benefits are lawfully presiding in The United States. Public benefits include licenses/permits issued by the Environmental & Community Health Services Division of Southwest District Health.

### Who Must Complete This Form

This form must be completed by the individual or entity receiving the benefit of the license/permit. For example, the homeowner of a property applying for a septic permit, the owner of a restaurant applying for a food license, or any other applicant whose name will appear on the permit/license. Contractors, installers, realtors, or other third parties are **not permitted** to complete this form on behalf of clients, even if they are submitting the application for them.

### Required Information

Applicants with a Federal Tax ID Number (EIN) may provide their business name and EIN in place of completing the remainder of this form. Applicants who do not have an EIN must complete Section A and complete Section B in full. This form will not be considered complete until Southwest District Health receives the required proof from Section A.

This form **must** be completed by the individual receiving the benefit of the license/permit and **cannot** be filled out by contractors, installers, realtors, or any other third party on behalf of a client.

### Important Instructions

- The form is only valid if all required, applicable sections are filled out completely.
- After submitting the form, you must provide proof from Section A to Southwest District Health (if applicable).
- Failure to complete will result in your form being considered invalid, which may delay or prevent the issuance of your permit/license.

## PROOF OF LAWFUL PRESENCE ATTESTATION FORM

**Business Name:** \_\_\_\_\_

**Federal Tax ID Number or EIN:** \_\_\_\_\_

### Section A | Provide one of the following proofs

- Idaho driver's license or identification card (pursuant to Idaho Code § 49-2444)
- Valid driver's license or similar document from another state or U.S. territory (must contain a photograph)
- U.S. military card or military dependent's identification card
- U.S. Coast Guard merchant mariner card
- Native American tribal document
- Executive Office of Immigration Review, Immigration Judge, or Board of Immigration Appeals decision granting asylee status or stating I may lawfully remain in the U.S.
- U.S. Citizenship and Immigration Services document showing refugee or asylee status, or that I may lawfully remain in the U.S.
- U.S. Department of State or Customs and Border Protection document showing permitted entry into the U.S. on the basis of refugee or asylee status, or any other basis permitting legal entry and residence
- Valid U.S. passport

### Section B | Collect Signature from Applicant

#### Affirmation of Lawful Presence (check one)

- I am a United States citizen or legal permanent resident.
- I am otherwise legally present in the United States pursuant to federal law.

I attest under penalty of perjury that I am a United States citizen, or a legal permanent resident, or am otherwise lawfully present in the United States pursuant to federal law. I have had the following valid social security number assigned to me \_\_\_\_\_ (SSN).

**Applicant's Full Legal Name (print):** \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### **Additional Information**

To assist with matching your online lawful presence verification with your application, please provide the following information.

Application Type: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Property Address: \_\_\_\_\_