

I

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF INDIANA
INDIANAPOLIS DIVISION

INDIANA DEMOCRATIC PARTY,)
et al.,)

Plaintiffs,)

v.)

TODD ROKITA, et al.,)

Defendants,)

No. 1:05-CV-00634 SEB-VSS

WILLIAM CRAWFORD, et al.,)

Plaintiffs,)

v.)

MARION COUNTY ELECTION BOARD,)

Defendant,)

and)

STATE OF INDIANA,)

Intervenor.)

**INDIANA COALITION ON HOUSING AND HOMELESS ISSUES' RESPONSE
TO INTERVENOR-DEFENDANT'S INTERROGATORIES AND REQUEST FOR
PRODUCTION**

Comes now Michael Reinke, Executive Director if the Indiana Coalition on
Housing and Homeless Issues ("ICHHI"), being duly sworn upon his oath, and by his

counsel, and files responses to Intervenor-Defendant's Interrogatories and Request for Production of Documents.

INTERROGATORIES

INTERROGATORY 1:

Please state the name, address, and organizational position of the individual(s) answering these interrogatories on behalf of the Indiana Coalition on Housing and Homeless Issues.

ANSWER:

Michael Reinke, Executive Director, ICHHI, 324 W. Morris Street, Indianapolis, Indiana, 46225.

INTERROGATORY 2:

Please define "members" as referred to by the Indiana Coalition on Housing and Homeless Issues in paragraph No. 70 of your Complaint.

ANSWER:

Our membership consists of dues paying persons and organizations although low-income and homeless persons may become members without cost. A summary of our membership as well as the membership form is attached to these discovery responses.

INTERROGATORY 3:

Please identify any by-laws or written policies of the Indiana Coalition on Housing and Homeless Issues that set forth the requirements for membership in your organization.

ANSWER:

Please see the attached membership form.

INTERROGATORY 4:

Please identify the particular process that was utilized by the Indiana Coalition on Housing and Homeless Issues to determine that “many homeless and impoverished persons do not have valid driver’s license and state identification cards” as asserted in paragraph No. 71 of your Complaint.

ANSWER:

Given our experience with working with homeless and poor persons, it was obvious from our experience that many in this population will not have these forms of identification. To verify our experiential knowledge we sent a questionnaire to our member organization and followed that up with phone calls to the primary homeless shelters in certain key areas around the State: Gary/Valparaiso; South Bend, Ft. Wayne, Indianapolis, Evansville, Bloomington and Jeffersonville. The questionnaires confirmed our experience that many homeless persons do not have these forms of identification and cannot easily obtain them.

INTERROGATORY 5:

Please identify by name and address those members of the Indiana Coalition on Housing and Homeless Issues who “will not be able to timely satisfy the identification requirements” as asserted by your organization in paragraph No. 77 of your Complaint.

ANSWER:

We have no names at the current time.

INTERROGATORY 6:

Please identify what records or information the Indiana Coalition on Housing and Homeless Issues gathers and maintains on its membership.

ANSWER:

We maintain the information that is sought on the membership form that is attached.

INTERROGATORY 7:

What records, if any, are kept by the Indiana Coalition on Housing and Homeless Issues that identify:

1. The financial status of the members of the Indiana Coalition on Housing and Homeless Issues.
2. Members of the Indiana Coalition on Housing and Homeless Issues who possess driver's licenses.
3. Members of the Indiana Coalition on Housing and Homeless Issues who possess photo ID.
4. Aggregate voting records of the members of the Indiana Coalition on Housing and Homeless Issues.

ANSWER:

We do not maintain these records.

INTERROGATORY 8:

Is the Indiana Coalition on Housing and Homeless Issues claiming associational standing for its members or anyone else? If so, please identify for what injuries the Indiana Coalition on Housing and Homeless Issues claim associational standing.

ANSWER:

Yes, we are claiming associational standing. My attorney has informed me that that an association has the right to file a lawsuit for its members where the members could bring a lawsuit, the interests of the members are relevant to the organization and it is not necessary for the individual members to participate in the lawsuit. I believe these requirements are met here. Our members include homeless persons who are likely not to have the identification necessary to be able to vote and who are likely to have difficulty in obtaining the identification.

Additionally, my attorney has informed me that a party in a lawsuit may raise the interest of others where the party has a close interest to the third party and there is some hindrance to the third party raising those claims. ICHHI raises issues for poor persons who are not in a position to raise the issues for themselves. The issues raised by this case are a perfect example of a situation where ICHHI needs to raise claims for persons who are unable to raise them themselves.

INTERROGATORY 9:

Is the Indiana Coalition on Housing and Homeless Issues claiming a direct injury to itself? If so, please state that injury with specificity.

ANSWER:

Yes. ICHHI is an advocacy organization for the homeless and for issues of import to homeless persons. To the extent that homeless persons are excluded from the political process laws will be made which will not favor homeless which will make the job of ICCHI much more difficult. Moreover, diminishing the ability of poor persons to vote will diminish ICHHI's political "clout."

INTERROGATORY 10:

Is voter security, as defined herein, inconsistent with any tenet or principle of the Indiana Coalition on Housing and Homeless Issues?

ANSWER:

Of course not. However, ICHHI does not believe that the challenged statute will further voter security, but that it will instead make it more difficult for persons to vote. Given the extreme importance, and fundamental nature, of the right to vote, ICHHI strongly believes that no statute should discourage persons from voting.

INTERROGATORY 11:

What is the basis for your allegation in paragraph No. 26 of your Complaint that it may be difficult, time consuming, and expensive for applicants to collect the information necessary to obtain an identification card from the Bureau of Motor Vehicles? Please identify the expenses to which you are referring. Also please identify any documents that support your allegations in paragraph No. 26 of your Complaint.

ANSWER:

ICHHI is aware that it is extremely difficult, if not impossible, for homeless or poor persons to acquire this information. Many do not have birth certificates and do not have the financial means to purchase them. In the course of losing one's housing, it is common to lose all of one's important papers and documentation, including birth certificates. When one is evicted, it is not unusual of all of one's possessions to be placed on the street by the landlord which makes it difficult, if not impossible, to retain important papers, including birth certificates. Moreover, in order to purchase a birth certificate an individual must have some form of identification, like a driver's license or identification card issued by the Bureau of Motor Vehicles. This, therefore, is a circular problem. The homeless or poor persons do not have an identification card because they do not have a birth certificate, but they cannot obtain a birth certificate because they do not have an identification card.

Our many corporate members who work with homeless and poor persons echo these conclusions.

The BMV has published on its website the identification requirements for obtaining licenses or identification cards. And, both the Marion County Health Department and the Indiana Department of Health have written standards for the

identification requirements to obtain a birth certificate. The survey documents that we received back from some of our member organizations confirm the above conclusions.

INTERROGATORY 12:

What is the basis for your allegations in paragraph No. 85 of your Complaint “that there has not been any widespread identity fraud in Indiana among voters personally appearing to vote and the proponents of Senate Enrolled Act 483 did not produce evidence of any such fraud.” Please identify any documents that support these allegations and any other documents or information regarding voter fraud in Plaintiff’s possession.

ANSWER:

This is based on the fact that ICHHI has not heard any reporting of widespread identity fraud.

INTERROGATORY 13:

Please identify any and all documents and evidence that support your allegation in paragraph No. 86 of your Complaint that “Senate Enrolled Act No. 483 will impede the ability of persons to vote.”

ANSWER:

The attached survey documents and the documents mentioned in Interrogatory 11 demonstrate this. The other evidence used to reach this conclusion is our experience and

knowledge, and that of our member organizations, as outlined above, of the difficulty that homeless and poor persons will have in obtaining the identification information demanded by the new law.

Moreover, as advocates for the homeless and poor persons we are well aware of the difficulty that this population has in existing. Things we take for granted, for example being able to travel from point A to point B, is extremely difficult for those who are homeless and/or without sufficient funds. Not only is public transportation difficult, it is expensive. Moreover, this population is concerned about subsistence and survival. They simply will not engage in activities which are difficult and which take them away from their daily effort to survive. It is unrealistic to think that a homeless or poor person will be willing, even if they can afford to purchase a birth certificate, to make the repetitive trips to the health department, license branch and clerk's office to vote if they are challenged. This is especially true because the vote will not be counted until more than two weeks after the election when, in most, if not all, cases the election will have long been decided.

INTERROGATORY 14:

Please identify all the costs attendant to obtaining a state identification card from the Bureau of Motor Vehicles that you allege constitute a "*de facto* poll tax" in paragraph No. 92 of your Complaint.

ANSWER:

Even though the identification card itself is free, an original of a birth certificate is not. I have been informed that in Marion County it is \$10. And, as I indicated above, there are transportation expenses as well. Additionally, if the person is from out of the State of Indiana the cost for obtaining a birth certificate could be greater. Moreover, the psychic and psychological costs and efforts, as outlined above, cannot be ignored.

INTERROGATORY 15:

Please identify all of the “unreasonable and irrational burdens and requirements on the fundamental right to vote” imposed by Senate Enrolled Act 483 that you allege in paragraph No. 93 in your Complaint.

ANSWER:

There is no doubt that this statute will prevent homeless and poor persons from voting. There is no evidence of voter identity fraud by those voting in person. It is therefore irrational and unreasonable to enact the statute that will turn people away from the polls.

Moreover, commonsense would indicate that voter fraud is more likely to occur with absentee voters who vote by mail and, therefore, are not subject to any scrutiny by poll workers. Yet, there are no identification requirements for these voters. This is unreasonable and irrational.

It is irrational and unreasonable that someone who is known to poll workers must nevertheless show identification. Curiously, the law exempts people from showing identification if they live in a nursing home and the polling place is in the home. It is

unreasonable and irrational to say that this population does not need to show identification, but to require it of others.

We need to be encouraging all persons to participate in the electoral process. It is unreasonable and irrational to make it harder, without reason, for persons to vote.

REQUEST FOR PRODUCTION

REQUEST NO. 1:

Please provide any and all documents identified in your answer to interrogatory No. 3.

RESPONSE:

Please see attached documents.

REQUEST NO. 2:

Please provide any and all documents identified in your answer to interrogatory No 7.

RESPONSE:

There are no such documents.

REQUEST NO. 3:

Please provide any and all documents identified in your answer to interrogatory No. 11.

RESPONSE:

Please see attached documents.

REQUEST NO. 4:

Please provide any and all documents identified in your answer to interrogatory No. 12.

RESPONSE:

There are no such documents.

REQUEST NO. 5:

Please provide any and all documents identified in your answer to interrogatory No. 13.

RESPONSE:

Please see all documents produced previously.

REQUEST NO. 6:

Please provide any and all documents identified in, consulted in connection with, or containing information relied upon in your Complaint in this case, excluding items covered by any legitimate privilege or work-product exception.

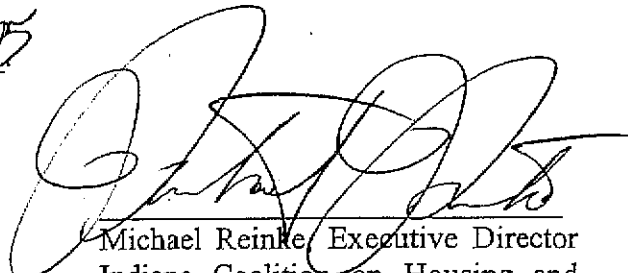
RESPONSE:

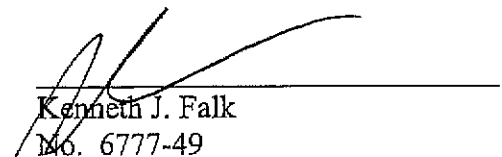
There are no other documents other than those produced above.

VERIFICATION

I verify, under the penalty of perjury, that the foregoing is true and correct.

Executed on: September 6, 2005


Michael Reinke, Executive Director
Indiana Coalition on Housing and
Homeless Issues


Kenneth J. Falk
Mo. 6777-49
Indiana Civil Liberties Union
1031 E. Washington St.
Indianapolis, IN 46202
317/635-4059 ext. 229
317/635-4105
ken.falk@iclu.org

Attorney for Plaintiffs

Certificate of Service

I hereby certify that a copy of the foregoing was served on the below named person(s) by first class U.S. Postage, pre-paid, on this 6th day of September, 2005.

or personal service


Thomas M. Fisher
Doug Webber
Office of the Attorney General
IGCS-5th Floor
302 W. Washington St.
Indianapolis, IN 46204

William R. Groth
Geoffrey S. Lohman
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Indianapolis, IN 46204

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Special Assistant Corporation Counsel
Office of the Corporation Counsel
200 E. Washington St.
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Indianapolis, IN 46204



Kenneth J. Falk
Attorney at Law

REQUEST NO. 1



Indiana Coalition on Housing & Homeless Issues, Inc.
Seeking a decent home and a suitable living environment for every Hoosier family



[Home](#) | [Contact ICHHI](#)

[MAIN MENU:](#)

[ICHHI PROGRAMS:](#)

[ICHHI RESOURCES:](#)

Fact Sheet

Only
30%
of poor people eligible for
**HOUSING ASSISTANCE
ACTUALLY RECEIVE IT.**

The Indiana Coalition on Housing and Homeless Issues (ICHHI) Membership

Our members include non-profit housing development corporations; local units of government; emergency, transitional, and supportive housing programs; community-based organizations; religious and financial institutions; low-income and homeless citizens; and all people who support the right of all Indiana citizens to safe, decent, and affordable housing and supportive services appropriate for building self-sufficiency.

Membership benefits include:

- Access to an extensive resource library;
- Monthly and quarterly newsletters;
- Technical assistance and training
- Up-to-date information on laws, regulations, and policies affecting affordable housing, homelessness, and supportive services programs;
- Public policy and funding action alerts;
- Workshops, seminars, and conferences that provide quality educational and networking opportunities; and
- Grant application review for member non-profit providers.

Become a part of Indiana's comprehensive network of affordable housing, and supportive service providers, peers, and advocates, today!

[List of Current Members](#)
[How to Become a Member](#)

**Write your
LEGISLATORS**

GO!

Enter your ZIP
code and return
contact your
representatives



ICHHI
324 West Morris Street
Suite 202
Indianapolis, Indiana 46225
[Get Directions](#)

info@ichhi.org
Phone: 317-636-8819
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Indiana Coalition on Housing and Homeless Issues, Inc.

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2005 MEMBERSHIP FORM

<u>MEMBER CATEGORIES</u>	<u>ANNUAL DUES</u>	<u>BENEFITS OF MEMBERSHIP</u>	<u>NUMBER OF MEMBERSHIPS</u>
CORPORATIONS AND ORGANIZATIONS			
Patron For-profit corporations are encouraged to become patron members. Patron memberships demonstrate an extraordinary level of commitment to ensuring the right of all Indiana citizens to safe, decent, and affordable housing and the resources necessary for self-sufficiency.	\$500.00	Recognition at Key Awards Newsletter Bulletins/alerts Resource library Notification of conferences and trainings Event registration discounts Voting privileges at annual conference	
Sponsor For-profit corporations, non-profit organizations, government agencies, churches, and universities.	\$350.00	Technical assistance opportunities Grant reviewing and pre-scoring Newsletter Bulletins/alerts Resource library Notification of conferences and trainings Event registration discounts Voting privileges at annual conference	
Service Provider Non-profit or related organizations with budgets over \$500,000.	\$250.00		
Service Provider Non-profit or related organizations with budgets under \$500,000.	\$100.00		
INDIVIDUALS			
Individual	\$50.00	Newsletter Bulletins/alerts Resource library Notification of conferences and trainings Event registration discounts Voting privileges at annual conference	
Low Income/Student/Senior Note: low-income, homeless, or formerly homeless citizens may become members at no cost. Please contact ICHHI at (800) 939-1617 for more information.	\$25.00		
ADDITIONAL DONATION			
TOTAL AMOUNT ENCLOSED			

Organization Name _____

Type of Organization: Shelter Other Service Provider Non-Profit
 Government Other (specify) _____ N/A

Name and/or Title of Individual or Representative _____

Address _____

City _____ State _____ Zip _____

County _____ Telephone (____) _____ Fax (____) _____

Email _____ Website _____

Please keep my membership status private in public acknowledgements.

Contributions are tax deductible to the extent of the law.
Federal ID # 351802097

REQUEST NO. 3

Joel Rekas
Executive Director
Shalom Community Center
219 E. 4th
Bloomington, IN 47408
(812) 334-5728
jrshalom@bloomington.in.us

1. Who does your organization serve?

People who are experiencing poverty and homelessness.

2. What is the size of the organization (number of clients served, geographic area covered, annual budget)?

South Central Indiana

200 people a day

\$160,000 annual budget

3. What is the purpose of the organization?

The purpose is to provide safe day time shelter for individuals and families who are homeless.

Our mission is to relieving the plight of those experiencing poverty in South Central Indiana. Since access to food, housing, education, and health and human services are fundamental human rights, we seek to meet these basic human needs. As a nonprofit resource center, we deliver social services directly and in collaboration with other agencies, in a respectful and secure environment. We advocate for the most vulnerable among us and promote activities that empower people to develop their assets to the fullest extent possible.

4. Are you personally aware that many homeless persons do not have current drivers license?

Yes.

5. Are you personally aware that many homeless persons do not have current identification cards?

Yes. On any given day, fifty people are in our facilities lacking and seeking identification.

6. Are you personally aware that homeless people have difficulty in transportation (may cause difficulty in getting to BMV for ID)?

Absolutely.

7. Are you personally aware that homeless people may not have original of birth certificate?

Absolutely!

8. Are you personally aware of difficulty in obtaining birth certificate (e.g.cost, difficulty in getting from other state)?

Yes! Absolutely! Tedious and time consuming process.

9. Are you personally aware of requirements to obtain state id from BMV?

Yes.

Dan Stewart
President/CEO
Achieva Resources Corporation, Inc.
P.O. Box 1252
Richmond, IN 47375
(765) 966-0502
dans@achievaresources.org

1. Who does your organization serve?

Adults and children with disabilities.

2. What is the size of the organization?

3,200 plus served annually in 13 counties with an \$8.6M budget.

3. What is the purpose of the organization?

To provide quality services to people with differing abilities who are experiencing barriers in our communities.

4. Are you personally aware that many homeless persons do not have current drivers license?

yes

5. Are you personally aware that many homeless persons do not have current identification cards?

yes

6. Are you personally aware that homeless people have difficulty in transportation (may cause difficulty in getting to BMV for ID)?

no

7. Are you personally aware that homeless people may not have original of birth certificate?

no

8. Are you personally aware of difficulty in obtaining birth certificate (e.g.cost, difficulty in getting from other state)?

yes

9. Are you personally aware of requirements to obtain state id from BMV?

yes

Deb Bedwell
Executive Director
Anchor House
P.O. Box 765
Seymour, IN 47274
(812) 522-9308
anchorhouse@core.com

1. Who does your organization serve?

Homeless families with children in Jackson County

2. What is the size of the organization?

of clients: 2005: 14 families have lived at the shelter equaling 40 people

Area: Jackson County

Annual Budget: Approx. \$115,000

3. What is the purpose of the organization?

Provide a clean, safe, drug & alcohol free, safe haven for families with children in which to foster lifetime independence.

4. Are you personally aware that many homeless persons do not have current drivers license?

Yes - we guide them through obtaining their license, savings plan to complete paying of fines, etc.

5. Are you personally aware that many homeless persons do not have current identification cards?

Yes - we help them get their ID cards including transportation to BMV and paying for the ID card.

6. Are you personally aware that homeless people have difficulty in transportation (may cause difficulty in getting to BMV for ID)?

Yes

7. Are you personally aware that homeless people may not have original of birth certificate?

Yes - we help them fill out necessary forms, pay for postage to mail & cost to obtain original birth certificate.

8. Are you personally aware of difficulty in obtaining birth certificate (e.g. cost, difficulty in getting from other state)?

Yes - we help them fill out necessary forms, pay for postage to mail & cost to obtain original birth certificates from other states.

9. Are you personally aware of requirements to obtain state id from BMV? -

Yes. Our BMV allows a staff person from our shelter to accompany person to their office and vouch that they are living at our shelter as a proof of their residency.

Vicki Setzer
Area IV Agency on Aging
660 N. 36th St.
P.O. Box 4727
Lafayette, IN 47903
vsetzer@areaivagency.org

1. Who does your organization serve?
Elderly, disabled and low-income households

2. What is the size of the organization (number of clients served, geographic area covered, annual budget)?
We serve an 8 county area as an Area Agency on Aging and 4 counties as a Community Action Agency. The annual budget exceeds 8 million dollars. We provide Head Start, Weatherization, Energy Assistance, Section 8 Housing, Housing Development, Intensive Case management, Pre-Admission Screening, Information and Referral, etc....

3. What is the purpose of the organization?
To provide a better quality of life to disadvantaged citizens.

4. Are you personally aware that many homeless persons do not have current drivers license?
yes

5. Are you personally aware that many homeless persons do not have current identification cards?
yes

6. Are you personally aware that homeless people have difficulty in transportation (may cause difficulty in getting to BMV for ID)?
yes

7. Are you personally aware that homeless people may not have original of birth certificate?
yes

8. Are you personally aware of difficulty in obtaining birth certificate (e.g.cost, difficulty in getting from other state)?
yes

9. Are you personally aware of requirements to obtain state id from BMV?
yes

Mary Jo Lee
CEO
Alternatives Incorporated of Madison County
P. O. Box 1302
614 West 10th
Anderson, IN 46015-1302
(765) 643-0218
mjlee@alternativesdv.org

Alternatives Incorporated operates a domestic violence emergency shelter. Our mission is as follows: Alternatives Incorporated strives to eradicate family violence in all its facets through education, intervention and prevention in Central Indiana. During Fiscal Year ending June 30, 2005, we sheltered 380 women and children (203 women and 177 children). Our primary service area is Madison, Marion, Hamilton, Hancock and Henry Counties. Our annual budget is \$1,200,000.

We know for a fact that this legislation presents barriers for domestic violence victims who have often had to flee their homes with very few possessions. Often they must flee to another Indiana community because Indiana only has 29 domestic violence shelters to serve the 92 counties. On many occasions, when the police escort them back to their homes to retrieve clothing and vital information, the perpetrator has destroyed their personal items. We do literally shelter women and children who enter with only the clothing they were wearing during the domestic violence incident. Many come with little or no financial resources because they were financially dependent upon the perpetrator--only 16% of the women sheltered were employed and 95% of the 16% were earning a wage far below the self-sufficiency standard.

It is without hesitation that I state this legislation will be a burden for at least 50% (102) of the women sheltered by our organization. The legislation is clearly taking away their right to vote--a right guaranteed to Americans.

HEALTH & HOSPITAL CORPORATION OF MARION COUNTY
DIVISION OF PUBLIC HEALTH
VITAL RECORDS
INDIANAPOLIS, INDIANA

POLICY		No. VR 6.01
SUBJECT: Certified copy of birth certificate qualifications (Less than 75 yrs)	Legal Authority IC16-31-18	Revised: January, 04
		Effective: October, 2001
APPROVED:		Page 1 of 1

A person requesting a certified copy of a birth certificate must have a direct interest in the record. The following lists family members who are considered to have a direct interest.

1. The person named on the record. (Regardless of age with proper ID)
2. Mother or Father (if name appears on the record, of person named on the record).
3. Grandparents and Great Grandparents of person named on the record (in most cases).
4. Siblings (brother or Sister) of person named on the record who are over the age of 21 or older than the sibling for whom they are requesting the certificate.
5. The spouse (legal husband or wife) of person named on the record.
6. Children of person named on the record who are over the age of 21.
7. Step relatives are not entitled to a certified copy of a birth certificate except where provided in the following section.

The following lists non-family members considered to have a direct interest.

8. Adoption attorney facilitating the adoption of the person named on the record.
9. Child protective agency with court documentation that the child has been placed with that agency.
10. Legal guardians with court ordered guardianship papers (with raised court seal).
11. Recognized government or private agency working on behalf of the person named on the record.
12. A person with a Court Order releasing the record or a signed release and ID of the person named on the record.

A person applying for a certified copy of a birth certificate will be required to show one of the following forms of identification:

- * Non-Expired Drivers License
- * Non-Expired Valid State ID Card
- * Non-Expired Passport
- * Current Year Student ID Card
- * Military ID Card

If the applicant does not have one of these forms of ID, the applicant will be asked to have an eligible family member or other authorized person (listed above) obtain the birth certificate.

Mail applicants are required to have a notarized statement accompanying each application. The applicant may use the MCHD application with a notary section provided. If the applicant is unable to obtain an MCHD application, a notarized photo copy of his or her ID will be accepted.

Indiana Bureau of Motor Vehicles

Driver License**Identification Requirements**

Revised Requirements, effective November 3, 2003 | click [here](#) for Spanish version

INDIANA BUREAU OF MOTOR VEHICLES IDENTIFICATION DOCUMENTATION LIST AND INSTRUCTIONS

For many individuals, a Driver License or Identification Card issued by the Indiana Bureau of Motor Vehicles (BMV) is the most important means of proving their identity. The Bureau of Motor Vehicles endeavors to safeguard the integrity of driver documents and to protect the public from false and/or fraudulent applications. In accordance with Indiana Code 9-24-18-2, making a false or fraudulent application is a criminal offense punishable by imprisonment, fine and license suspension.

Documents presented to the Bureau of Motor Vehicles for identification purposes will be kept confidential.

Only original documents or those certified by the issuing agency will be accepted. The BMV reserves the right to refuse any identification presented by the applicant that BMV personnel may find questionable. Altered documents will not be accepted. All documents must contain the applicant's name and each document must be in the English language or contain an English translation. For purposes herein, the term "valid" means "not expired."

NEW ISSUANCES

A new issuance of a Driver License, Permit, or ID Card requires the applicant to present:

NOTE: An applicant for an Indiana ID card is not required to present social security documentation.

- One (1) Primary Document
- One (1) Proof of Social Security Number (SSN)*
- One (1) Secondary Document
- One (1) Proof of Indiana Residency Document
- A Primary or Secondary Document may also meet the Indiana residency requirement as long as the applicant's name and correct address are shown on the document

OR

- Two (2) Primary Documents
- One (1) Proof of Social Security Number*
- One (1) Proof of Indiana Residency Document

RENEWALS / AMENDMENTS

Indiana applicants who are renewing or amending an Indiana Driver License, Permit, or ID Card must surrender the License, Permit, or ID Card and verbally verify the Social Security Number on the BMV record. If the License, Permit or ID Card has the correct address, no other Proof of Indiana Residency is required. If the applicant's address has changed, one (1) Proof of Indiana Residency document must be presented. Applicants presenting a License, Permit or ID Card that has expired more than ten (10) years ago must provide documentation as if applying for a new License or Permit.

DUPLICATES

Applicants whose License, Permit or ID Card have been lost or stolen and who are applying for a duplicate must present:

- One (1) Primary Document
- One (1) Secondary Document
- Verbal verification of Social Security Number on the BMV record
- Proof of residency is not required unless the applicant's address has changed

OR

- Indiana Driver License

*If the applicant does not have a Social Security Number, the applicant must complete the BMV Social Security Affidavit.

To meet the above requirements, customers must present documents from the following categories:

PRIMARY DOCUMENTS (1 required)

United States Birth Certificate with stamp or seal issued from:

- County Department or County Board of Health Vital Records/Statistics Division from the applicant's State of birth
- State Department or State Board of Health Vital Records/Statistics Division from the applicant's State of birth
- U.S. State Department
- United States Territories - American Samoa, Guam, Puerto Rico, and Virgin Islands (translation may be required)

Confirmation of Report of Birth DS-1350

U.S. Consular Report of Birth FS-240

U.S. Certificate of Naturalization/Citizenship

Valid U.S. Military/Merchant Marine Photo ID

Valid U.S. Passport

Acceptable INS Documentation

- Valid foreign passport with a Visa that includes a valid I-94 in the passport indicating the duration of stay in the U.S. (Canadian passports are not required to have a Visa when entering the U.S. and are exempt from this requirement.)
- Employment Authorization Card I-688B
- Employment Authorization Card I-766
- I-94 Stamped with "Section 207" Refugee Status
- I-94 Stamped with "Section 208" Asylum Status
- Permanent Resident Card I-551
- Temporary I-551 stamp
- Temporary Resident Card I-688
- Re-Entry Permit I-327
- Refugee Travel Document I-571
- Other INS documentation subject to BMV Driver Services approval

NOTE: Out of Country Licenses are no longer accepted as identification or proof of driving experience.

An applicant submitting VALID INS documentation who does not already have a valid License from another U.S. State or U.S. Territory must start with an Indiana Learner Permit. The applicant must hold the permit for a period of at least sixty (60) days before being eligible to apply for an Indiana Driver License.

SECONDARY DOCUMENTS (1 required)

In addition, any document from the list of Primary documentation may be used as a Secondary document.

- Bank Statement
 - Certified Academic Transcript
 - Confirmation of Registration Letter from an Educational Institution
 - Court documentation with stamp or seal in applicant's name
 - Foreign Consulate-Issued ID Card
 - Government-Issued License or ID Card
 - Hoosier RX Plan Card w/ imprinted name
 - Indiana County Pre-sentence Investigation Report with clerk stamp or seal
 - Indiana Gun Permit (Valid)
 - Indiana Probation Photo ID Card
 - Indiana Professional/Occupational license (Valid)
 - Indiana BMV Title Application w/BMV Valid Stamp
 - Indiana BMV Title or Registration (Valid)
 - Insurance Card
 - Letter from Probation Officer or county casewriter on letterhead stationary, certified with court or county stamp or seal with the applicant's name, and signature of the probation officer
 - Major Credit or Bank Card (MC, VISA, AE, and Discover ONLY) (Valid)
 - Original Out-of-State Driver Record
 - Out-of-State Driver License, Identification Card or Permit with photograph
 - Pay Check Stub - Computer generated
 - Prison Release Documentation/Photo ID
 - School Report Card (dated within 12 mos.)
 - School Photo ID Card
 - Selective Service Acknowledgement Card-SSS Form 3A
 - U.S. Divorce Decree certified by court of law with stamp or seal
 - U.S. Application of Marriage/Record of Marriage (Certified copy.) Must contain the stamped seal and be signed by the Clerk.
 - U.S. District Court Pre-sentence Investigation Report with clerk stamp or seal
 - U.S. Military Discharge or DD214 Separation papers
 - U.S. Veterans Universal Access ID card with photo
 - W-2 Form (Federal or State) or 1099 Federal tax form
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PROOF OF INDIANA RESIDENCY (1 required)

For all NEW issuances and Changes of Address

Any document from the list of Primary Documents or Secondary Documentation may be used as proof of Indiana residency as long as the document contains the applicant's name and residential address.

For the purposes of this policy, a Post Office Box is not an acceptable residential address.

Examples of Proof of Residency include, but are not limited to the following:

- Child Support Check from FSSA with name and address of the applicant attached
- CURRENT Bill or Benefit Statement (within 60 days of issuance)
- Indiana Driver License, Identification Card or Permit with photograph
- Indiana Property Deed or Tax Assessment
- Indiana Surveyor Report
- Indiana Residency Affidavit
- Voter Registration Card

SOCIAL SECURITY NUMBER (1 required)

Required by Indiana State and Federal law for all License and Permit transactions

For issuance of a new Driver License or Permit, the applicant **MUST** provide proof of his/her Social Security Number. If the applicant is already listed on the BMV driver file, only verbal verification is required.

Metal or plastic "replicas" of a Social Security Card are not accepted.

Social Security Number verification:

- Social Security Card
- NUMI Report - stamped and issued from the Social Security Administration (SSA) office in Baltimore, Maryland.
- Verification of Social Security Number Letter signed and stamped from an INDIANA SSA District Office.
- Valid U.S. Military ID card.
- BMV Social Security Affidavit (only to be used by an applicant who is attesting that they **have never** been issued a Social Security Number)



APPLICATION FOR SEARCH AND CERTIFIED COPY OF BIRTH RECORD

State Form 49607 (R / 6-03)
 Approved by State Board of Accounts, 2003
 INDIANA STATE DEPARTMENT OF HEALTH

BIRTH RECORDS IN THE STATE VITAL STATISTICS' OFFICE BEGAN WITH 1907. Prior to 1907, records of birth are filed **ONLY** with the local health department in the county where the birth actually occurred.

FEEES ARE ESTABLISHED BY LAW (IC 16-37-1-11 and IC 16-37-1-11.5). Each search for a record costs \$10.00. The fee is non-refundable. Included in one search is a 5-year period: the reported year of birth and, if the record is not found in that year, the 2 years before and after. A certified copy of the record, if found, is included in the search fee. Additional copies of the same record purchased at the same time are \$4.00 each. Amendments made to record are an additional \$8.00.

WARNING: FALSE APPLICATION, ALTERING, MUTILATING, OR COUNTERFEITING INDIANA BIRTH CERTIFICATES IS A CRIMINAL OFFENSE UNDER IC 16-37-1-12.

IDENTIFICATION IS REQUIRED according to IC 16-37-1-7 (i.e., photocopy of driver's license, work identification card, etc.). Birth requests sent without proper identification will be sent back to the requester without processing. Please complete all items below as required pursuant to IC 16-37-1-10 (a):

Full name at birth	
Could this birth be recorded under any other name? If yes, please give name	
Has this person ever been adopted? If yes, please give name AFTER adoption	
Place of birth: City	Place of birth: County
Name of hospital	
Date of birth	Age last birthday
Full name of father (If adopted, give name of adopted father)	
Full name of mother including maiden name (If adopted, give name of adopted mother)	
Purpose for which record is to be used:	
Your relationship to the person whose birth record is requested:	
Total certificates: Standard size: _____; Wallet size: _____	Total fee(s)
Delivery preference: <input type="checkbox"/> Regular Mail <input type="checkbox"/> Federal Express (requires an additional Fed Ex fee) <input type="checkbox"/> Pickup <input type="checkbox"/> Customer Waiting	
Signature of applicant	
Mailing address (number and street, city, state, ZIP code)	
Daytime telephone number (including area code)	Today's date (month, day, year)
<p>Send this application, check or money order payable to the Indiana State Department of Health, and a copy of your identification to: Vital Statistics, Indiana State Department of Health, PO Box 7125, Indianapolis, IN 46206-7125.</p> <p>PRINT name and address of person to whom the certified copy is to be mailed if different than stated above.</p>	
Name	
Mailing address (number and street, city, state, ZIP code)	
FOR OFFICE USE ONLY	
Date received (month, day, year)	Receipt number
Certificate number	Application number
	Volume number
	Initials of verifier
<input type="checkbox"/> Your fee of \$ _____ was received and is being held pending return of information requested.	
<input type="checkbox"/> Please remit additional fee of \$ _____.	

A. The following individuals are eligible to receive a copy of a birth certificate:

1. Individual named on certificate (*18+ years. If under 18 years of age, signature, ID, and telephone number of parent or legal guardian must be provided.*)
2. Mother of the individual named on the certificate.
3. Father (*if named, married to mother or paternity established*) of the individual on the certificate.
4. Grandparents, if the parents of the individual named on the certificate were married at the time of the birth.
5. Any individual presenting Guardianship Papers on the individual named on the birth certificate.
6. Brothers and sisters of the individual named on the birth certificate if both parties are over 21 years of age.
7. Aunt or uncle of the individual named on the birth certificate if the parents of the individual named on the record were married at the time of birth.
8. Spouse of the individual named on the record.
9. Son, daughter, or grandchild (*21 years of age*) of the individual named on the birth certificate.

B. The following information must be included in order for a search to be completed:

1. Full name, place, and date of birth, parents' full name, including mother's maiden name.
2. Written signature of applicant.
3. A photocopy of signature identification (*i.e., driver's license*) of the applicant. Do not send original identification by mail.
4. Return address and telephone number of applicant.
5. A check or money order payable to the Indiana State Department of Health for the correct amount required.

C. Any additional questions may be directed to 317 / 233-2700.

Vital Records

Frequently Asked Questions:

- Where can I get certified copies of birth and death certificates in Indiana?
- Who may purchase birth and death certificates?
- What is the cost of a birth certificate?
- What is the cost of a death certificate?
- Can I check to see if a birth or death certificate is on file prior to purchase?
- What identification do I need to purchase birth or death certificates?
- How can I receive adoption information?
- Where can I get assistance with genealogy research?
- How can I add the father's name to the birth certificate if I am not married to the father?
- What if I don't have all of the information required to search for a birth or death certificate?
- How can changes be made to a birth certificate?
- How can changes be made to a death certificate?
- Can I get a copy of my birth certificate in Indiana if I was born in another state?
- What is a Long Form?
- What is a standard size birth certificate?
- What is a wallet size birth certificate?
- Can I get the gender and time of birth on my birth certificate?
- How do I acquire a certified copy of a marriage license or divorce decree?
- What if I do not know the county where the marriage license was issued?
- How can I register with the Indiana Putative Father Registry?
- Who do I contact if I want to move a family member from one cemetery to another?

Where can I get certified copies of birth and death certificates in Indiana?

Certified copies of birth or death certificates can be obtained from the Indiana State Department of Health or from the local health department in the county where the event occurred. All requests require proper identification. Methods of payment and fees may vary.

Who may purchase birth and death certificates?

Indiana law (IC16-37-1-10) specifically requires a purchaser of a birth or death certificate to have a direct interest. A direct interest is defined as a documented personal financial or legal interest in the record, or immediate kinship (parent, grandparent, or adult sibling) to the person named on the record.

What is the cost of a birth certificate?

Birth records in the ISDH Vital Records office begin with October 1907. Prior to October 1907, records of birth are filed only with the local health department in the county where the birth actually occurred. Fees are established by law (IC 16-37-1-11 and IC 16-37-1-11.5). Each search for a record costs \$10.00. The fee is non-refundable. Included in one search is a five-year period; the reported year of birth and, if the record is not found in that year, the two years before and after. One certified copy of the record, if found, is included in the search fee. Additional copies of the same record purchased at the same time are \$4.00 each. Amendments made to the record are an additional \$8.00.

What is the cost of a death certificate?

Death records in the ISDH Vital Records office begin with 1900. Prior to 1900, records of death are filed only with the local health department in the county where the death actually occurred. For deaths occurring from 1900 to 1917, the city and/or county of death is required in order to locate the record. Fees are established by law (IC 16-37-1-11). Each search for a record costs \$8.00. The fee is non-refundable. Included in one search is a five-year period: the reported year of death and, if the record is not found in that year, the two years before and after. For records prior to 1917, the search covers a five-year period and only one county. One certified copy of the record, if found, is included in the search fee. Additional copies of the same record purchased at the same time are \$4.00 each.

Can I check to see if a birth or death certificate is on file prior to purchase?

No. Under State statute (IC 16-37-1-11 and IC 37-1-11.5), the fee associated with a birth or death certificate is for the ISDH Vital Records office to search the records to determine if a record is on file. The search fee includes one certified copy of the certificate, if the record is found. Search fees are nonrefundable.