

**APPLICATION FOR
STATE OF ALASKA
EMPLOYEE IDENTIFICATION CARD**

Instructions: Bring this form to a DMV office to obtain your Employee Identification card (ID). You must present your Alaska State ID or Driver License in order to obtain the Employee ID card. If you lose your Employee ID card, a new form is required to obtain a replacement. **This form must be completed correctly before an Employee Identification card can be issued.**

Please note: All employee ID cards are now provided by our central issuance contractor. The card you receive today will be temporary. A final card will be mailed to the address you provide below:

Identification Information:

FULL LEGAL NAME:	First	Middle	Last	Suffix	Date of Birth
Mailing address:					

Employee Information:

Please verify business and location information on the State Employee Directory

Department Name*	Department Number
Division Name	Employee Number
Job Title	Job Class Code

*Departments will be charged a \$10 fee for each employee ID card that is issued.

X

Applicant Signature/Date

X

Supervisor Signature/Date (If Required by Department)

X

Department Approval or Designee (Printed Name, Title and Signature)/Date

FOR DIVISION USE ONLY

Examiner / AMVC	Batch	Date	Alaska STATE ID / DL: Number
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