

Dear Licensees:

If you have already renewed please disregard this email.

Please remember you have until March 15, 2013 to renew on time please go to the Board web site at www.albit.alabama.gov where you will see a link on the home page that says click here to renew. Please click on the link and start your renewal. You will need to have your License # or Permit # and social security number ready to begin.

When you are done with the renewal and if you are not selected for an audit please remember to send me proof of citizenship documentation. If you are selected for an audit please submit the required documentation to the Board office either by mail: P.O. Box 240187, Montgomery AL 36124 or by fax: 334.277.0188, at that time your card will be mailed to you. If you have any questions or concerns with your on-line renewal, please contact the State Board Office directly at 334.277.8881 or brandyisenhour@gmail.com and I will be very pleased to assist you.

Thank you,

In order to demonstrate U.S citizenship for a public records transaction a person must present the (1) original, (2) a legible photocopy, or (3) a digital or electronic copy of one of the following:

- (1) A driver's license or nondriver's identification card issued by the Alabama Department of Public Safety or the equivalent governmental agency of another state within the United States, provided that the governmental agency of another state within the United States requires proof of lawful presence in the United States as a condition of issuance of the driver's license or nondriver's identification card.
- (2) A birth certificate indicating birth in the United States or one of its territories. (3) Pertinent pages of a United States valid or expired passport identifying the person and the person's passport number, or the person's United States passport.
- (4) United States naturalization documents or the number of the certificate of naturalization.
- (5) Other documents or methods of proof of United States citizenship issued by the federal government pursuant to the Immigration and Naturalization Act of 1952, as amended.
- (6) Bureau of Indian Affairs card number, tribal treaty card number, or tribal enrollment number.
- (7) A consular report of birth abroad of a citizen of the United States of America. (8) A certificate of citizenship issued by the United States Citizenship and Immigration Services.
- (9) A certification of report of birth issued by the United States Department of State.
- (10) An American Indian card, with KIC classification, issued by the United States Department of Homeland Security.
- (11) Final adoption decree showing the person's name and United States birthplace.
- (12) An official United States military record of service showing the applicant's place of birth in the United States.
- (13) An extract from a United States hospital record of birth created at the time of the person's birth indicating the place of birth in the United States. (14) AL-verify.
- (15) A valid Uniformed Services Privileges and Identification card.
- (16) Any other form of identification that the Alabama Department of Revenue authorizes, through an administrative rule promulgated pursuant to the Alabama Administrative Procedure Act, to be used to demonstrate or confirm a person's United States citizenship or lawful presence in the United States, provided that the identification requires proof of lawful presence in the United States as a condition of issuance.