

## **.02 Secondary Verification Documents for CA and FS**

When a [primary citizenship](#) document is not available, attempt to verify citizenship using a secondary document.

A secondary document must meet all of the following:

- An official document
- Created at least three years before the [date of application](#)
- Identify the applicant's name and place of birth, or establish that the applicant is a U.S. citizen

Acceptable secondary documents to prove citizenship include, but are not limited to, the following:

- Legal record.
- School record.
- Son or daughter's birth certificate that clearly states the applicant's place of birth.
- U.S. census record that shows the applicant's name and a U.S. place of birth.

Advise the PI or their representative that a search may be made the U.S. census records. There is a charge for the search, and the PI or their representative is responsible for this fee. The PI or their representative can get the Application For Search of Census Records by contacting the [Bureau of the Census](#).

The PI or their representative may also contact the [Genealogical Library](#) as a source of proof of their citizenship.

- Life insurance policy. Use this only when all attempts to get other acceptable documentation are exhausted.
- Additional documentation, to prove citizenship when the previous documents cannot be provided. The additional documentation must meet all of the following:

An official document

From an outside agency

Identify the applicant's name, date, and place of birth