

# APPLICATION FOR STATE OF ALASKA EMPLOYEE IDENTIFICATION CARD

1. An Alaska driver license or ID is required to obtain an Employee ID.
2. You must use the State of Alaska Employee Directory *Advanced Search* to obtain your current employee information.
3. Present a copy of your profile from the employee directory, your Alaska Driver License or ID card and this completed application to DMV to obtain an Employee ID.
4. If you have had a job change, you must ensure the employee directory reflects your current job information.
5. Departments will be invoiced for each ID issued.

**NOTE:** The card you receive at DMV will be a temporary card. A five-year hard card will be sent to the mailing address in DMV's records within 60 days.

### Employee Information:

<b>FULL LEGAL NAME:</b>	First	Middle	Last	Suffix	DL/ID Number	
2-Digit Agency/Department Number		Job Class Code			Employee Number	
<input type="text"/> <input type="text"/>		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Applicant Signature		Date				
<b>X</b>						
Supervisor Signature (if required)		Date				
<b>X</b>						
Department Approver Signature & Printed Name		Date				
<b>X</b>						