

July 31, 2008

To all Architects, Landscape Architects and Interior Designers:

House Bill 1804 became law on November of 2007. This law requires that all applicants for an original license or license renewal must provide proof of lawful presence in the United States prior to receiving any public benefit – which is further defined as a professional license. Therefore, you are required by law to complete and have notarized the appropriate attached affidavit and provide supporting documentation from list A or B & C to this office. U.S. Citizens providing a notarized affidavit and appropriate documentation will only be required to fulfill this requirement once. A notary is available for your use free of charge in this office Monday – Friday from 8:30am - 4:30pm.

The original notarized affidavit and photocopy of your documentation must be mailed to our office, with your application and/or renewal, to the following address:

Oklahoma Board of Architects
P.O. Box 53430
Oklahoma City, OK 73152

Failure to do so may jeopardize your ability to renew your professional license. If you should have any questions please contact the Board office.

Sincerely,

The Board of Governors of the Licensed Architects,
Landscape Architects and Interior Designers of Oklahoma

LISTS OF ACCEPTABLE DOCUMENTS

All documents must be unexpired

LIST A

Documents that Establish Both
Identity and Employment
Authorization

LIST B

Documents that Establish
Identity

LIST C

Documents that Establish
Employment Authorization

OR

AND

1. U.S. Passport or U.S. Passport Card	1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	1. Social Security Account Number card other than one that specifies on the face that the issuance of the card does not authorize employment in the United States	
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)			
3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa	2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	2. Certification of Birth Abroad issued by the Department of State (Form FS-545)	
4. Employment Authorization Document that contains a photograph (Form I-766)	3. School ID card with a photograph	3. Certification of Report of Birth issued by the Department of State (Form DS-1350)	
5. In the case of a nonimmigrant alien authorized to work for a specific employer incident to status, a foreign passport with Form I-94 or Form I-94A bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form	4. Voter's registration card		4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
	5. U.S. Military card or draft record		
	6. Military dependent's ID card		
	7. U.S. Coast Guard Merchant Mariner Card	8. Native American tribal document	5. Native American tribal document
	8. Native American tribal document	9. Driver's license issued by a Canadian government authority	6. U.S. Citizen ID Card (Form I-197)
9. Driver's license issued by a Canadian government authority	For persons under age 18 who are unable to present a document listed above:		
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI	10. School record or report card	7. Identification Card for Use of Resident Citizen in the United States (Form I-179)	
	11. Clinic, doctor, or hospital record		
	12. Day-care or nursery school record		
		8. Employment authorization document issued by the Department of Homeland Security	

Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274)