

# Replacing Your Social Security Card

If you need to replace a lost Social Security card, change the name shown on your card, or request a replacement card, you will need to complete an application to receive a Social Security card.

## How to Apply?

You will need to complete Form SS-5. You can obtain form SS-5 on the Arkansas Legal Services website, the Social Security Online website or by visiting your local Social Security office.

## What Do I need?

In addition to completing the form you need to furnish identification.

To get a replacement card, you will need one identifying document. Your replacement card will have the same number as your old card. Some documents that they can accept as proof of identity:

1. Driver's license
2. Marriage or divorce record
3. Military records
4. Employer ID card
5. Adoption record
6. Insurance policy
7. Passport
8. Health Insurance card (not a Medicare card)
9. School ID card

For a name change on your card, you also need documentation that shows your old name and your new name. Your new card will show your new name but will have the same number as your old card. We cannot accept your old Social Security card as evidence of identity.

For a new card, you will need to provide documents that show your age, citizenship or lawful alien status, and who you are; for example, a birth certificate and a school record. If you have downloaded the form, additional examples are listed.

You will also need an in-person interview if you are age 12 or older and are applying for an original number. If you were born in the U.S. and are age 12 or older, you must explain why you do not already have a Social Security number.

NOTE: They cannot accept photocopies of documents. You must submit original documents or copies certified by the custodian of the record. Notarized copies are not acceptable.

If you were born outside the United States, you also generally must show proof of U.S. citizenship or lawful alien status.

## Where To Send The Form

Finally, take or mail the SS-5 to the nearest Social Security office. Be sure to take or mail the originals or certified copies of your supporting documents along with the form. They will return your original documents right away. Once they have everything they need, they will send your Social Security Card in about two weeks.

If you are not sure where your local office is located, call **1-800-772-1213**.

*The ALSP Law Series is produced by the Center for Arkansas Legal Services, Legal Aid of Arkansas, Inc., and Arkansas Volunteer Lawyers for the Elderly. These agencies provide free legal services to eligible Arkansans. Additional information can be found at: <http://www.arlegalservices.org> or call 1-800-9LAW AID.*

*This fact sheet is given to you as a guide to help you generally understand the way legal matters are handled. Local courts interpret things differently. The information and statements of law contained in this fact sheet are not intended to be used as legal advice. Before you take any action, talk to an attorney and follow his or her advice. Always do what the court tells you to do.*

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