Social Security Card Checklist

100th Force Support Squadron

RAF Mildenhall Passport Office

Bldg. 436 Room 201

DSN: 238-2858

Comm: 314-238-2858

Hours: Mon – Fri

0830 – 1500

Email: 100fss.passport@us.af.mil

Appointments and Information

The average processing time for a Social Security Card is 4 – 6 months. You can request status updates by emailing the following: FBU.London@ssa.gov

WALK-INS are accepted for all Social Security Card Applications!

Checklist

Fill out the SS-5 Form **directly** from the following website https://ssa.gov/forms/ss-5.pdf

- *We recommend using a physical UK address or an address located in the U.S. with a family member that shares the same last name as the applicant.*

WALK-INS are accepted for all Social Security Card Applications, please bring the following documents:

Applicants Ages 18+

Printed copy of the complete SS-5 Application

ONE (1) copy of current valid passport (No-Fee or Tourist Passport)

ONE (1) copy of a valid Photo ID (front and back)

ONE (1) copy of **original** Birth Certificate

Original proof of name change, if applicable (Marriage Certificate, Divorce Decree, etc.)

ONE (1) Royal Mail envelope Pre-Paid up to 500 G (see example picture below)



Applicants Ages 17 and Under

Printed copy of the complete SS-5 Application

ONE (1) copy of current valid passport (No-Fee or Tourist Passport)

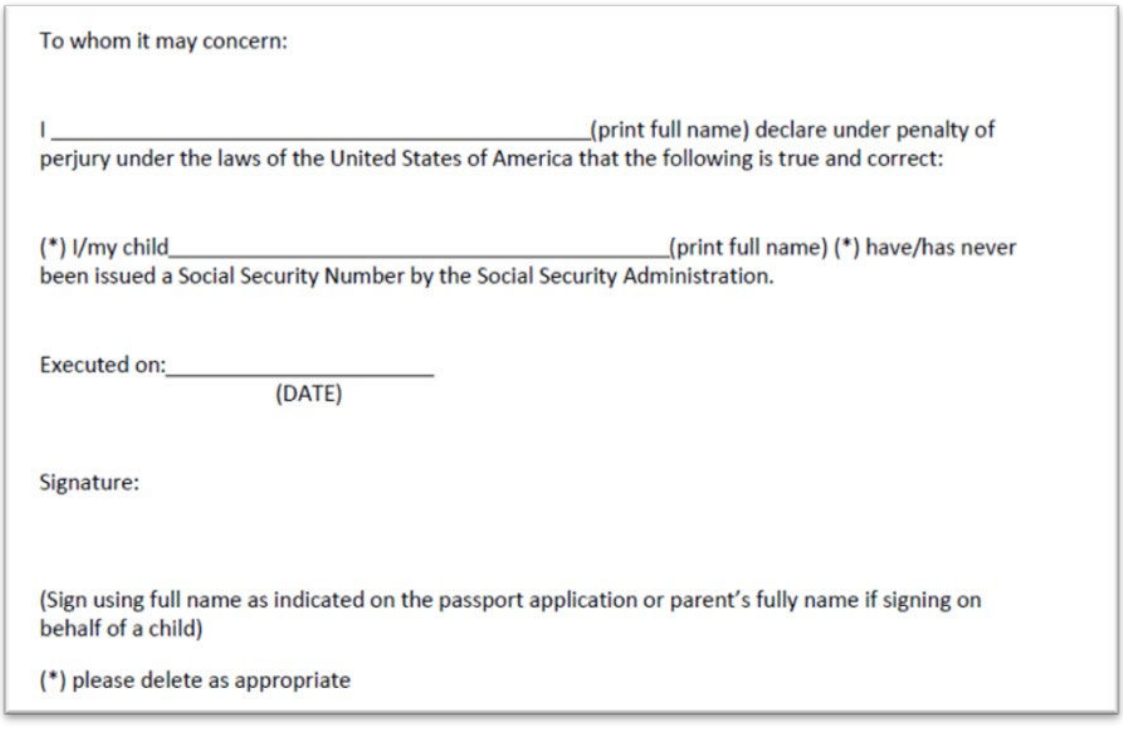
ONE (1) copy of Consular Report of Birth Abroad (CRBA)

ONE (1) copy of signing parent's current valid passport (No-Fee or Tourist Passport)

ONE (1) copy of signing parent's Military ID (front and back)

ONE (1) Royal Mail envelope Pre-Paid up to 500 G (see example picture above)

A signed statement that the applicant has never been issued a Social Security Number (see example below)



To whom it may concern:

I _____(print full name) declare under penalty of perjury under the laws of the United States of America that the following is true and correct:

(*) I/my child_____(print full name) (*) have/has never been issued a Social Security Number by the Social Security Administration.

Executed on:_____
(DATE)

Signature:

(Sign using full name as indicated on the passport application or parent's fully name if signing on behalf of a child)

(*) please delete as appropriate