



ADD A FAMILY MEMBER TO DEERS

➤ SPOUSE

- Sponsor or POA
- Certified Marriage Certificate
- State or Federal Photo ID
- Social Security Card
- No Copies

➤ DUAL MILITARY MARRIAGE

- Military ID Cards from both members
- Social Security Cards from both members
- Certified Marriage Certificate

➤ Children

- Sponsor or POA
- Birth Certificate
 - Certificate of Live Birth is good for 30 Days
- Social Security Card
- Court Order Ward
 - Birth Certificate
 - Social Security Card
 - Certified Court Document with Sponsors name as the awardee
- Stepchild
 - Certified Marriage Certificate
 - Birth Certificate
 - Social Security Card
- Adoption By Sponsor
 - Certified Birth Certificate
 - Social Security Card
 - If a name change has been implemented
 - Must have a Birth Certificate and Social Security Card in new name.
 - Certified Court Documentation establishing adoption by the Sponsor
- Children born out of wedlock (male soldiers)
 - Certified Birth Certificate
 - Social security card
 - Affidavit or Voluntary Acknowledgement of Paternity OR Court Order that states name of biological father
- No Copies





➤ **Parent**

- Sponsor or POA
- DFAS Letter of Approval
- Service Member's Birth Certificate
- Two Valid Forms of ID for Parent
 - One Must Be A Valid Photo ID
- All documents must be translated into English and must be certified.
- No Copies

➤ **Parent -In- Law**

- Sponsor or POA
- DFAS Letter of Approval
- Spouses Birth Certificate
- Two Valid Forms of ID for Parent-in-law
 - One Must Be A Valid Photo ID
- All documents must be translated into English and must be certified
- No Copies

- **NOTE: WHEN SPONSOR IS UNABLE TO ACCOMPANY YOU; ORIGINAL VALID POWER OF ATTORNEY WILL ALLOW YOU TO CONDUCT BUSINESS ON SPONSOR'S BEHALF. NO ALTERATIONS TO POA WILL BE ACCEPTED.**

