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
220 NE 28th St., Suite 150
Oklahoma City, OK 73105

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
Instructions for Required Affidavit:

All natural persons fourteen (14) years of age or older and present in the United States, applying for a license or registration with the Board of Governors of the Licensed Architects, Landscape Architects and Interior Designers of Oklahoma are required, by the provisions of 56 O.S. Supp. 2007 § 71, to provide this Board with verification of lawful presence in the United States by executing one of the Affidavits below before a notary public or other officer authorized to notarize affidavits under State law. The Board’s office is staffed with notaries who are available to provide notary service at no cost to Applicants. You will not be allowed to apply for licensure or renew your license without this verification. Please sign and have notarized the applicable form and enclose a document listed on List A or documents listed on List B and C. (see attached).

AFFIDAVIT VERIFYING LAWFUL PRESENCE IN THE UNITED STATES

Option 1 - Verification of Citizenship

__Affidavit of__

Applicant’s Name [please print legibly or type] 
License No. [if applicable] 

STATE OF _____________ )
 ) ss:
COUNTY OF _____________ )

, of lawful age, being first duly sworn, upon oath states, under penalty of perjury, as follows:

I am a United States Citizen.

[Signature of Applicant]

Subscribed and sworn to or affirmed before me this ___ day of _____________, 20___, by ______________________________.

[Applicant]

NOTARY

My Commission Expires: ______________

(Seal)
AFFIDAVIT VERIFYING LAWFUL PRESENCE IN THE UNITED STATES

Option 2 – Affidavit Verifying Qualified Alien Status

Affidavit of

______________________________________  ______________________
Applicant’s Name [please print legibly or type]  License No. [If applicable]

STATE OF OKLAHOMA  )
) ss:
COUNTY OF ___________  )

________________________________________
[Signature of Applicant]

Subscribed and sworn to or affirmed before me this ____ day of ______________, 20___, by ______________________________.

[Applicant]

NOTARY

My Commission Expires: ______________

(Seal)
### LISTS OF ACCEPTABLE DOCUMENTS

All documents must be unexpired

<table>
<thead>
<tr>
<th>LIST A</th>
<th>LIST B</th>
<th>LIST C</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Documents that Establish Both Identity and Employment Authorization</strong></td>
<td><strong>Documents that Establish Identity</strong></td>
<td><strong>Documents that Establish Employment Authorization</strong></td>
</tr>
<tr>
<td>1. U.S. Passport or U.S. Passport Card</td>
<td>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</td>
<td>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</td>
</tr>
<tr>
<td>2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</td>
<td>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</td>
<td>2. Certification of Birth Abroad issued by the Department of State (Form FS-545)</td>
</tr>
<tr>
<td>3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa</td>
<td>3. School ID card with a photograph</td>
<td>3. Certification of Report of Birth issued by the Department of State (Form DS-1350)</td>
</tr>
<tr>
<td>4. Employment Authorization Document that contains a photograph (Form I-766)</td>
<td>4. Voter's registration card</td>
<td>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</td>
</tr>
<tr>
<td>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</td>
<td>5. U.S. Military card or draft record</td>
<td>5. Native American tribal document</td>
</tr>
<tr>
<td>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</td>
<td>6. Military dependent's ID card</td>
<td>6. U.S. Citizen ID Card (Form I-197)</td>
</tr>
<tr>
<td><strong>For persons under age 18 who are unable to present a document listed above:</strong></td>
<td>7. U.S. Coast Guard Merchant Mariner Card</td>
<td>7. Identification Card for Use of Resident Citizen in the United States (Form I-179)</td>
</tr>
<tr>
<td>11. Clinic, doctor, or hospital record</td>
<td>9. Driver's license issued by a Canadian government authority</td>
<td></td>
</tr>
<tr>
<td>12. Day-care or nursery school record</td>
<td>10. School record or report card</td>
<td></td>
</tr>
</tbody>
</table>

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