

**Arkansas Army National Guard**  
**Defense Enrollment Eligibility Reporting Office (DEERS)**  
Camp J.T. Robinson 501-212-5065 or 501-212-5037

**\*\* CALL FOR AN APPOINTMENT FIRST FOR THE FOLLOWING SITES\*\***

Ft. Smith 188<sup>th</sup> 479-573-5761 or 479-573-5766

Ft. Chaffee, Barling 479-484-3941

Russellville 501-212-7312 or 501-212-7322

Texarkana 903-334-2608 or 903-334-2716

Jonesboro 501-212-7081

**Obtaining an ID card or CAC:**

ID cards and CAC's are issued at the DEERS & ID Cards office inside the Joint Services Support (JSS) Building 7301 Kansas Ave. on Camp Joseph T. Robinson, North Little Rock, AR 72199.

- **ALL MILITARY CAC RECEIPTS MUST BE IN MILITARY GROOMING STANDARDS FROM THE NECK UP IN ACCORDANCE WITH AR 670-1. YOU DO NOT HAVE TO BE IN A MILITARY UNIFORM TO RECEIVE A MILITARY CAC.**

**Dependents:**

If your Sponsor is not with you at the DEERS Office, you will need a current DD Form 1172-2 signed within 90 days or a valid Power of Attorney. The DD Form 1172-2 must be signed by the sponsor in one of the following ways: with a DEERS Verifying Official, digitally signed by CAC, or notarized with a wet signature.

**Identification (original documents or certified copy, no exceptions):**

You must present **TWO** valid/current forms of identification from the Lists of Acceptable Documents from the Form I-9 attached to this page. We cannot process your request without this documentation.

- ONE PHOTO ID IS REQUIRED.
- ONE SECOND FORM OF ID REQUIRED WITH OR WITHOUT PHOTO.
- EXPIRED ID'S WILL NOT BE ACCEPTED.
- NO LOCALIZED WORK ID'S WILL BE ACCEPTED.
- CURRENT ID MUST BE NO MORE THAN 30 DAYS OUT OF EXPIRATION TO RECEIVE NEW ID UNLESS GOING TDY.

**Lost or stolen CAC's (original documents or certified copy, no exceptions):**

- Must have two forms of valid ID.
- Must have a Memorandum for Record or a DA Form 4856 by your NCOIC or Commander of your unit. If you're a civilian, the memorandum must be from your supervisor.

**To add a new spouse in DEERS/RAPIDS (original documents or certified copy, no exceptions):**

- Spouse's Drivers License or State ID with new last name.
- Marriage Certificate.
- Birth Certificate.
- Social Security Card with or without new last name.

**To add a child in DEERS/RAPIDS (original documents or certified copy, no exceptions):**

- Child's birth certificate or hospital proof of birth certificate.
- Child's Social Security Card.
- Stepchild – must have marriage certificate in addition to Social Security card and birth certificate.
- Ward, Custody, Foster, Adoption or Incapacitation – must have court documents.
- Illegitimate child – must have court documents or Voluntary Acknowledgement of Paternity notarized.

**Children ID's:**

- Children age 10-20 can be issued a Dependent Military ID with a signed DD 1172-2 from sponsor.
- Children age 21-23 can receive ID if enrolled as a FULL-TIME (not part-time) student at an accredited college. Must bring in original letter from Registrar's Office stating child's name, enrolled as a full-time student, semester attending, and expected graduation date. Student schedule is not accepted.
- Children 23-26 can receive an ID if enrolled in the Tricare Young Adult Program. That must be set-up first through Tricare, not with us.