

IDENTIFICATION AND RELATIONSHIP DOCUMENTS NEEDED FOR ACCESS TO JUVENILE PERSONAL RECORDS

A. Forms of identification (which must be current) accepted by the court (to prove who you are):

You will need at least one of the following:

- *Alien Registration Receipt/Permanent Resident Card
- *Certificate of U.S. Citizenship
- *City of Denver County Jail Inmate ID
- *Colorado Department of Corrections ID card
- *CO Temporary Driver's License Form (with hole-punched Driver's License)
- *Department of Human Services Youth Corrections ID
- *Employment Authorization Card (I-766)
- *Foreign Passport
- *Government Work ID
- *Job Corps ID
- *Photo Driver's License
- *Photo ID Card (DMV)
- *School, University or College ID Card
- *Temporary Resident Card
- *U.S. B1/B2 Visa card with I-94
- *U.S. Certificate of Naturalization
- *U.S. Citizenship ID Card (I-197)
- *U.S. Military ID Card
- *U.S. Passport

OR

You will need at least two of the following

- *Acknowledgment of Paternity document (Colorado only)
- *Birth Certificate of Applicant (U.S. only)
- *Court order of adoption or name change
- *Craft or trade license (Colorado only)
- *DD-214
- *Divorce Decree (U.S. only)
- *Hospital birth worksheet (within 6 months of event)
- *Hunting or Fishing License (Colorado only)
- *IRS-TIN card
- *Marriage license (U.S. only)
- *Medicare Card
- *Merchant mariner card
- *Mexican voter registration card
- *Motor vehicle registration or title (U.S. only)
- *Pilot license
- *Selective Service Card (U.S. only)
- *Social Security Card
- *Social Services Card (Medicaid, WIC)
- *State or federal prison or corrections card
- *Tribal ID Card
- *Weapon or gun permit (U.S. only)
- *Work ID, Paycheck Stub (within 3 months), or
- *W-2 (last tax year)

B. Types of documents accepted by the court to prove how you are related to the former ward:

- If you are the **former ward**, you must show identification as described above in Section A.
- If you are the **legal representative of the former ward**, you must provide proof of the client relationship.
- If you are the **spouse or partner in a civil union with the former ward**, you must provide a marriage certificate or civil union certificate. If you are common law married (or civil union), you must provide a notarized Affidavit of common law marriage (or civil union) or joint income tax return or insurance policy. In the case of a common law marriage (or civil union), the documents must clearly state "husband and wife" or "partners in a civil union".
- If you are an **adult descendant of the former ward (child, grandchild, great-grandchild, etc.)**, you must provide a birth certificate or a chain of birth certificates to prove your relationship to the former ward.
- If you are an **adult sibling or half-sibling of the former ward**, you must provide a birth certificate proving that you and the former ward have at least one same parent.
- If you are the **legal representative of the spouse or partner in a civil union with the former ward; adult descendant of the former ward; or adult sibling or half-sibling of the former ward**; you must provide proof of the client relationship as well as proof of your client's relationship to the former ward. You must also provide notarized, written consent from the former ward or proof that the former ward is deceased