

Kansas Voter Registration Instructions

For further information, contact the Office of the Secretary of State, 1-800-262-VOTE (8683) V/TTY. This form is available at www.sos.ks.gov.

You can use this application to:

- register to vote in Kansas
- change your name, address, or affiliation with a political party

To register to vote, you must:

- be a U.S. citizen and a resident of the state of Kansas.
- have reached the age of 18 years before the next election.
- have received final discharge from imprisonment, parole, or conditional release if convicted of a felony.
- have abandoned your former residence and/or name.

How to register to vote:

- Return your completed application to your county. Addresses are on the back of this application. Your county election officer will mail you a notice when your application has been processed.

- Voter registration closes 21 days before any election. In order to be eligible to vote in that election, your application must be postmarked on or before that date.
- If you decline to register to vote, that fact will remain confidential and will be used for voter registration purposes only. If you do register to vote, the office where you apply will be kept confidential and will be used for voter registration purposes only.
- If this form is incomplete, it may be rejected.

Identification number requirements

Enter your current Kansas driver's license number or nondriver's identification card number. If you do not have either one, enter the last four digits of your Social Security number. If you do not have any of these numbers, write "none" in the box. The number will be used for administrative purposes only and will not be disclosed to the public. K.S.A. 25-2309

Rev. 1/15/19 tc

Print in blue or black ink, fold on the center line, seal, and return.

Kansas Voter Registration Application

Warning: If you submit a false voter registration application, you may be convicted and sentenced to up to 17 months in prison.



Qualifications: If you mark "no" in response to either Question 1 or 2, do *not* complete this form.

1. Are you a citizen of the United States of America? Yes No

2. Will you be 18 years of age on or before Election Day? Yes No

Last Name (please print)		First Name		Middle	Jr. Sr. II III	<input type="radio"/> Male <input type="radio"/> Female
Residential Address (include apt. or space number)			City	County	Zip	
Mailing Address (if different than residential address)			City	Zip	Date Residence Established (MM/DD/YY)	
Birth Date (MM/DD/YY)	Daytime Phone Number (if available)		Naturalization Number (if applicable)		Driver's License Number or Last 4 Social Security (see instructions)	
Party Affiliation: Choose one of the following: <input type="radio"/> Democratic <input type="radio"/> Republican <input type="radio"/> Libertarian <input type="radio"/> Not affiliated with a party						
Complete if previously registered (please print)		Previous Name		Previous Residential Address (Street, City, State, Zip, County)		
Signature: I swear or affirm that I am a citizen of the United States and a Kansas resident, that I will be 18 years old before the next election, that if convicted of a felony, I have had my civil rights restored, that I have abandoned my former residence and/or other name, and that I have told the truth on this application.						
Signature				Date (MM/DD/YY)		

For office use only: Ward _____ Pct. _____ School Dist. _____ Member Dist. _____
Sen. _____ Rep. _____ CoComm _____ Section _____ Township _____ Range _____



SCOTT SCHWAB, SECRETARY OF STATE
 Memorial Hall, 1st Floor
 120 S.W. 10th Avenue
 Topeka, KS 66612-1594



Post Office
 Will Not
 Deliver
 Without
 Postage

County Election Officer

County

_____, KS _____

Allen County 1 N. Washington Iola, KS 66749	Coffey County 110 S. 6th St Rm 202 Burlington, KS 66839	Geary County 200 E. 8th St Junction City, KS 66441	Johnson County 2101 E. Kansas City Rd Olathe, KS 66061	Miami County 201 S. Pearl Ste 102 Paola, KS 66071	Pratt County 300 S. Ninescah / Box 885 Pratt, KS 67124	Sherman County 813 Broadway Rm 102 Goodland, KS 67735
Anderson County 100 E. 4th Garnett, KS 66032	Comanche County 201 S. New York / Box 776 Coldwater, KS 67029	Gove County P.O. Box 128 Gove, KS 67736	Keary County 304 N. Main / Box 86 Lakin, KS 67860	Mitchell County 111 S. Hersey / Box 190 Beloit, KS 67420	Rawlins County 607 Main Atwood, KS 67730	Smith County 218 S. Grant Smith Center, KS 66967
Atchison County 423 N. 5th Atchison, KS 66002	Cowley County 321 E. 10th Ave. Winfield, KS 67156	Graham County 410 N. Pomeroy Hill City, KS 67642	Kingman County 130 N. Spruce Kingman, KS 67068	Montgomery County 217 E. Myrtle / Box 446 Independence, KS 67301	Reno County 206 W. First Hutchinson, KS 67501	Stafford County 209 N. Broadway St John, KS 67576
Barber County 120 E. Washington Medicine Lodge, KS 67104	Crawford County 111 E. Forest / Box 249 Girard, KS 66743-0249	Grant County 108 S. Glenn Ulysses, KS 67880	Kiowa County 211 E. Florida Greensburg, KS 67054	Morris County 501 W. Main Council Grove, KS 66846	Republic County 1815 M. Street Belleville, KS 66935	Stanton County 201 N. Main / Box 190 Johnson, KS 67855
Barton County 1400 Main Rm 202 Great Bend, KS 67530	Decatur County P.O. Box 28 Oberlin, KS 67749	Gray County P.O. Box 487 Cimarron, KS 67835	Labette County 501 Merchant / Box 387 Oswego, KS 67356	Morton County 1025 Morton / Box 1116 Elkhart, KS 67950	Rice County 101 W. Commercial Lyons, KS 67554	Stevens County 200 E. 6th Hugoton, KS 67951
Bourbon County 210 S. National Fort Scott, KS 66701	Dickinson County 109 E. First / Box 248 Abilene, KS 67410	Greeley County P.O. Box 277 Tribune, KS 67879	Lane County 144 S. Lane / Box 788 Dighton, KS 67839	Nemaha County 607 Nemaha / Box 186 Seneca, KS 66538	Riley County 110 Courthouse Plaza Manhattan, KS 66502	Sumner County 501 N. Washington Wellington, KS 67152
Brown County 601 Oregon St Hiawatha, KS 66434	Doniphan County P.O. Box 278 Troy, KS 66087	Greenwood County 311 N. Main Leavenworth, KS 67045	Leavenworth County 300 Walnut Leavenworth, KS 66048	Neosho County 100 S. Main / Box 138 Erie, KS 66733	Rooks County 115 N. Walnut Stockton, KS 67669	Thomas County 300 N. Court Ave Colby, KS 67701
Butler County 205 W. Central El Dorado, KS 67042	Douglas County 1100 Massachusetts St Lawrence, KS 66044	Hamilton County 219 N. Main / Box 1167 Syracuse, KS 67878	Lincoln County 216 E. Lincoln Ave Lincoln, KS 67455	Ness County 202 W. Sycamore Ness City, KS 67560	Rush County 715 Elm / Box 220 LaCrosse, KS 67548	Trego County 216 Main WaKeeney, KS 67672
Chase County Courthouse Sq / Box 529 Cottonwood Falls, KS 66845	Edwards County 312 Massachusetts St Kinsley, KS 67547	Harper County 201 N. Jennings Anthony, KS 67003	Linn County P.O. Box 350 Mound City, KS 66056	Norton County 105 S. Kansas / Box 70 Norton, KS 67654	Russell County 4th & Main / Box 113 Russell, KS 67665	Wabaunsee County 215 Kansas / Box 278 Alma, KS 66401
Chautauqua County 215 N. Chautauqua Sedan, KS 67361	Elk County 127 N. Pine / Box 606 Howard, KS 67349	Harvey County 8th & Main / Box 887 Newton, KS 67114	Logan County 710 W. 2nd Oakley, KS 67748	Osage County 717 Topeka Ave / Box 226 Lyndon, KS 66451-0226	Saline County 300 W. Ash / Box 5040 Salina, KS 67402	Wallace County P.O. Box 70 Sharon Springs, KS 67758
Cherokee County 110 W. Maple / Box 14 Columbus, KS 66725	Ellis County P.O. Box 720 Hays, KS 67601	Haskell County 300 Inman / Box 518 Sublette, KS 67877	Lyon County 430 Commercial Emporia, KS 66801	Osborne County 423 W. Main / Box 160 Osborne, KS 67473	Scott County 303 Court St Scott City, KS 67871	Washington County 214 C St Washington, KS 66968
Cheyenne County 212 E. Wash. / Box 985 St Francis, KS 67756	Ellsworth County P.O. Box 720 Ellsworth, KS 67439	Hodgeman County 500 Main Jetmore, KS 67854	Marion County 200 S. Third, Suite 104 Marion, KS 66861	Ottawa County 307 N. Concord Ste 130 Minneapolis, KS 67467	Sedgewick County 510 N. Main Wichita, KS 67203-3798	Wichita County 206 S. 4th Drawer 968 Leoti, KS 67861
Clark County 913 Highland St / Box 886 Ashland, KS 67831-0886	Finney County 311 N. 9th St., Box M Garden City, KS 67846	Jackson County 400 New York Holt, KS 66436	Marshall County 1201 Broadway Marysville, KS 66508	Pawnee County 715 Broadway Larned, KS 67550	Seward County 515 N. Washington Ste 100 Liberal, KS 67901	Wilson County 615 Madison Fredonia, KS 66736
Clay County 712 Fifth, Suite 102 Clay Center, KS 67432	Ford County 100 Gunsmoke Dodge City, KS 67801	Jefferson County P.O. Box 321 Oskaloosa, KS 66066	McPherson County 117 N. Maple McPherson, KS 67460	Phillips County 301 State St Phillipsburg, KS 67661	Shawnee County 3420 SW Van Buren Topeka, KS 66611	Woodson County 105 W. Rutledge Rm 103 Yates Center, KS 66783
Cloud County 811 Washington Concordia, KS 66901	Franklin County 315 S. Main Ottawa, KS 66067	Jewell County 307 N. Commercial Mankato, KS 66956	Meade County P.O. Box 278 Meade, KS 67864	Pottawatomie County 207 N. 1st / Box 187 Westmoreland, KS 66549	Sheridan County 925 9th St / Box 899 Hoxie, KS 67740	Wyandotte County 850 State Ave Kansas City, KS 66101

1. Affirmation

Affirmation of an Elector of the County of _____ and State of Kansas Applying for Permanent Advance Voting Status
State of _____, County of _____, ss: (where application is completed)

2. Applying for Permanent Advance Voting Status

Applicants for permanent advance voting status must have a permanent physical disability or illness or have been diagnosed as having a permanent illness. The nature of my permanent disability or illness is:

3. Personal Information Please print.

Last Name First Name M.I.

Residential Address

City State Zip Code

Political Party: Democratic Republican Date of birth: _____

4. Address to Mail Ballot (if different from residential address)

Mailing Address

City State Zip Code

Note: The ballot may be mailed only to the voter's residential or mailing address as indicated on the county voter registration list, to the voter's temporary residential address, or to a medical care facility where the voter resides. These restrictions do not apply to a voter who has an illness, disability or who lacks proficiency in the English language. Ballots cannot be mailed until 20 days before the election.

5. Voter Signature Note: False statement on this affirmation is a severity level 9, nonperson felony.

I do solemnly affirm under penalty of perjury that I am a qualified elector, residing at the address listed above, or I am authorized to sign for the above named voter who has a disability preventing the voter from signing an application. I further affirm that I will not vote more than once at any election.

Required

Signature of Voter Date (MM/DD/YY) Phone Number

FOR OFFICE USE ONLY Date App. Rec'd. _____

Kansas Homestead Property Tax Refund (K-40H)

The Homestead program gives a property tax refund to homeowners who qualify. The amount is based on household income. It will be a percentage of the property tax that you pay. The maximum amount is \$700.

You **must** meet these requirements to file a Homestead Claim:

- You own a home; AND
- You were a Kansas resident for the whole tax year; AND
- Your total household income is less than \$35,700; AND
- At least one of these three things is true:
 - You were over age 55 for the whole tax year (For 2020, this means you were born before January 1, 1965); OR
 - You are blind or have a permanent disability and you had it for the whole year; OR
 - You have at least one dependent child under 18 that lived with you for the entire tax year

You are **NOT** eligible to file a Homestead Claim if...

- Your property is valued at more than \$350,000
- You don't have to pay property taxes on your home

For the 2020 tax year, you will need to complete the claim between January 1, 2021 and April 15, 2021. **Do not do it before January 1, 2021.** You can do it online or you can print it and mail it to the Kansas Department of Revenue (the address is on the form).

If you do it online, it will let you know if there is a different claim that would be better for your household. You can complete the claim online here:

<https://tinyurl.com/7xzh6tt>

Find the printable form here:

<https://tinyurl.com/y2ewwm46>

If you need help with your Homestead claim, you can call the **Kansas Taxpayer Assistance Center** at **785-368-8222**. You can also go the **Kansas Department of Revenue** for free assistance on the first floor of the Scott Office Building at 120 SE 10th Ave. in Topeka during business hours.

Low Income Energy Assistance Program (LIEAP)

The Kansas Low Income Energy Assistance Program (LIEAP) is a federally funded program that helps low-income eligible households pay a portion of their home energy costs by providing a yearly benefit in the form of credit to your gas/propane and/or electric bill. Many people with disabilities are eligible for this benefit! Benefit dollar amounts can vary, but may reach several hundreds of dollars per year! Benefit amounts are set according to the following factors: 1) Household income, 2) number of persons living at the address, 3) type of dwelling, 4) type of heating fuel, and 5) utility rates.

To qualify, households must:

- Not exceed the income limits in the chart to the right
- Be personally responsible for the heating fuel costs payable to either the landlord, utility company or fuel vendor
- Have made recent payments of at least \$80 toward their costs

Persons Living at Address	Maximum Gross Monthly Income
1	\$1,276
2	\$1,726
3	\$2,177
4	\$2,628
5	\$3,078
6	\$3,529
7	\$3,980
8	\$4,430
For each additional person add \$451 to the Gross Monthly Income	

When applying for LIEP, you must provide the following:

- Answer all questions on the LIEAP application
- Signatures of all adults living in the residence
- Proof of Income (earned and unearned) for anyone living in the residence
- If applicable, provide VA award letter, SSA/SSI award letter or award letter for your pension
- If claiming self-employment, provide a complete copy of your most recent tax return
- If requested, you may have to provide a copy of fuel bills (gas, electric, propane, etc.)
- Proof of child support payments received or the court order
- If in subsidized housing, provide a copy of your rental agreement

*You must provide COPIES of the documents, not originals.

The Yearly LIEAP application period is generally from the end of January through the last week in March. Check with your DCF office to get the “drop dead” application date. The application deadline is typically the last Friday in March, but this can vary. Talk to DCF!

For more information or to apply for LIEP visit

<https://tinyurl.com/7re5m3j>

or

call the Kansas Department for Children and Families at 1-800-432-0043

Earned Income Tax Credit (EITC)

Earned Income Tax Credit (EITC) is a benefit for working people who have low to moderate income. This tax credit means more money in your pocket! It reduces the amount of tax you owe and may also give you a refund.

To claim EITC on your tax return, you must meet *all* of the following rules:

- You, your spouse (if you file a joint return), and all others listed on Schedule EIC (Earned Income Credit), must have a Social Security number that is valid for employment and is issued before the due date of the return including extensions
- You must have earned income from either working for someone else or owning or running a farm or business
- Your filing status cannot be married filing separately
- You must be a U.S. citizen or resident alien all year
- You cannot be a qualifying child of another person
- You cannot file Form 2555 or Form 2555 EZ (related to foreign earned income)
- You must meet the earned income, AGI and investment income limits
- And you must meet one of the following:
 - Have a qualifying child
 - If you do not have a qualifying child, you must:
 - Be age 25 but under 65 at the end of the year,
 - Live in the United States for more than half the year, and
 - Not qualify as a dependent of another person

If you qualify for EITC, you have to file a tax return with the IRS, even if you owe no tax or are not required to file. However, by doing this, you can receive a **TAX REFUND!** Also, the State of Kansas provides an **ADDITIONAL EITC** for your State taxes **ON TOP** of the Federal EITC!

For more information, or to see if you qualify, visit:

<https://tinyurl.com/y769a4yo>

Kansas Telecommunication Access Program – TAP

The Kansas Telecommunication Access Program (TAP) provides FREE specialized telephones and other telecommunication devices for Kansas residents with disabilities that impair hearing, seeing, speaking, remembering, walking, or holding a telephone. Kansans with a range of disabilities may qualify for free devices under the TAP program, including but not limited to individuals with: brain injury, blind/visual impairments, deaf/hard of hearing, Cerebral Palsy, and many other disabilities. To qualify, you must have an income below \$55,000 per year and have an existing phone service.

The TAP eligible equipment needs to accommodate your disability. The TAP program can explain more. Some of the equipment TAP may be able to buy you may include:

- Smartphones and tablets
- Amplified telephones
- Large number telephones
- Telephones with talking keys
- Photo button telephones
- Emergency response telephones
- Captioned telephones
- Hands free telephones
- Light flasher/loud bell signaling devices
- Voice dialer accessories

The Application for TAP may be found at <https://atk.ku.edu/applications>.

Certification of disability is required and must be verified by one of the following:

- Audiologist
- Speech Pathologist
- Nurse Practitioner
- Physician
- Vocational Rehabilitation Counselor
- Physician Assistant
- Ophthalmologist
- Optometrist

Questions about TAP? Call 800-KAN-DO-IT

Kansas TAP has several Demonstration Centers located throughout the state, which have equipment available for you to try. To find your regional Assistive Technology Access Site, you may call 800-KAN-DO-IT (800-526-3648).

For more information about the Assistive Technology, contact Assistive Technology for Kansas:

atkapps@ku.edu
800-525-3648
2601 Gabriel
Parsons, KS 67357

Safe at Home Program – Confidential Mailing Addresses for Violence Victims

Safe at Home is a Kansas program that offers confidential, substitute mailing addresses for victims of certain violence and crimes. Safe at Home provides a substitute mailing address for victims of domestic violence, sexual assault, trafficking or stalking to use on all public records as well as a free first-class mail forwarding system for participants.

Who is generally eligible for the Safe at Home Program:

Any adult victim of domestic violence, sexual assault, trafficking or stalking;
any family member living in the home with the victim;
or any minor child or children who are in fear for his or her safety.

To apply, victims must meet with a certified enrolling assistant to discuss a safety plan and complete the application forms. Enrolling assistants are individuals who are employed or affiliated with a certified enrolling agent. Enrolling agents could be any public or private entity that offers shelter or counseling services to victims, law enforcement agencies, or any state or local agency. These include Kansas domestic violence and sexual assault centers, local police departments, and county Sheriff's offices, etc.

**To find your local Kansas domestic violence or sexual assault center, go to:
<https://www.kcsdv.org>**

Total and Permanent Disability Discharge (TPD) – Americans with disabilities can get their student loan debt erased tax free under this program!

Total and Permanent Disability (TPD) Discharge is a program created by the U.S. Department of Education. It relieves a borrower who is totally and permanently disabled from having to repay federal student loans or TEACH Grant service obligations.

Before federal student loans or TEACH Grant service obligations can be discharged (or erased), a person must submit an application for discharge and provide information to show they are totally and permanently disabled.

There are three ways you can show you meet the TPD discharge requirements:

- 1. If you're a veteran**, you can apply for TPD discharge and provide documentation from the VA showing you have a service-connected disability (or disabilities) and are unable to work.
- 2. If you receive Social Security Disability Insurance (SSDI) or Supplemental Security Income (SSI)**, and your next disability review will be within five to seven years of your most recent one. You can submit paperwork showing your SSA notice of award for SSDI, SSI disability benefits, or a Benefits Planning Query that states the date of your next review.
- 3. If you submit acceptable certification from a doctor (an M.D. or D.O.) declaring you are totally and permanently disabled.** The physician must certify you're unable to work due to a physical or mental impairment that: can be expected to result in death, has lasted for a continuous period of not less than 60 months, or can be expected to last for a continuous period of not less than 60 months.

If you are unable to complete the application on your own, you can authorize a representative can complete and submit your TPD discharge application on your behalf. With this option, you can designate an authorized representative with a TPD Applicant Representative Designation form. This has to be submitted and processed before they're able to work with your representative. Your representative can be a friend, family member, advocate or someone else you trust.

Get the TPD Application Form and Representative Designation form at

[www.disabilitydischarge.com/Forms.](http://www.disabilitydischarge.com/Forms)

After the US Department of Education receives your TPD discharge application, they will contact the holders of your federal loans or TEACH Grant service obligation and suspend collection on your loans while they determine eligibility. This means you won't have to make any payments on your loans while they look over your application, which can last up to 120 days. *Note: If your loans are in default and payments are collected through wage garnishments, this will continue until your discharge is approved.

If you are approved for the TPD Discharge program, you will be notified in writing by the US Department of Education or its contractor (currently Nel Net). Your loans or TEACH Grant will be transferred to the U.S. Department of Education for discharge (meaning they will be erased as long as you complete the monitoring period). The lenders will also be asked to return any payments you made after the date the Department received your application.

If you are approved for TPD because you are a veteran with a disability, there is no monitoring period. Your student loans will be forgiven and erased as soon as you are approved for the TPD program.

If you are approved for a TPD discharge based on SSA disability documentation or a physician's certification, you will be subject to a 3-year post-discharge monitoring period that begins on the date the discharge is approved.

If at any time during the 3-year monitoring period any of the following occurs, your loans will be reinstated and you will be obligated to repay your discharged loans.

- You have annual employment earnings that exceed the poverty guideline amount for a family of two (typically somewhere around \$16,000, check the TPD website to find out the latest dollar amount); or
- You apply for and receive a new Direct Loan, Perkins Loan, or TEACH Grant; or
- A disbursement of a Direct Loan, Perkins Loan, or TEACH Grant that you received before the discharge date is made, and you do not ensure the return of the full amount of the disbursement within 120 days of the disbursement date; or
- You receive a notice from the SSA stating that you are no longer totally and permanently disabled, or that your disability review will no longer be the 5-year or 7-year review period indicated in your most recent SSA notice of award for SSDI or SSI benefits; or
- If the Department receives notice from SSA that you are no longer in a MINE (Medical Improvement Not Expected) with a review cycle of 5 to 7 years.

Do I have to pay taxes on my student loan debt which is discharged (erased) under this TPD program?

Thankfully, no. Not currently. Thanks to a new law passed by Congress, all people with disabilities approved for this TPD program after Jan. 1, 2018, will NOT owe taxes on any student loan amounts discharged/erased under this program. This law expires in 2025, but it is eligible for renewal by Congress at that time.

What if my TPD Application is Denied?

If your TPD application is denied, you will be notified of the denial by mail. They will also instruct your loan holders to resume collection activity on your loans. The letter you receive will include the reason for the denial and instructions on what you can do if you have questions about the basis of the decision or believe there is other information that the Department should consider. You will also have an opportunity to provide additional information and to appeal the denial.

**For more information and to apply for the TPD program
visit: <https://www.disabilitydischarge.com>**

America the Beautiful!

Americans with Disabilities Can Get a LIFETIME Pass to visit National Parks & Federal Recreational Lands for FREE!

Americans with disabilities are eligible for a free, lifetime pass to visit National Parks and Federal Recreational Lands. Its called an "Access Pass." The Access Pass can be used at over 2000 Federal recreation sites including National Parks, National Wildlife Refuges, National Forests, and other federal recreation lands.

Not only does the pass cover the person with a disability, it includes any passengers traveling in the same vehicle or the pass owner and three additional adults where per-person fees are charged.

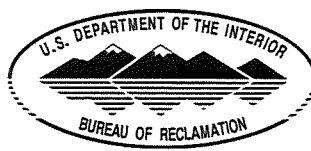
To obtain an "Access Pass," you will need to fill out the application and:

- A statement signed by a licensed physician attesting that you have a permanent physical, mental, or sensory impairment that substantially limits one or more major life activities, and stating the nature of the impairment;
- OR
- A document issued by a Federal agency, such as the U.S. Department of Veterans Administration, which attests that you have been medically determined to be eligible to receive Federal benefits as a result of blindness or permanent disability. Other acceptable Federal agency documents include proof of receipt of Social Security Disability Income (SSDI) or Supplemental Security Income (SSI);
- OR
- A document issued by a State agency such as a vocational rehabilitation agency, which attests that you have been medically determined to be eligible to receive vocational rehabilitation agency benefits or services as a result of medically determined blindness or permanent disability. Showing a State motor vehicle department disability sticker, license plate or hang tag is not acceptable documentation.

You will need to fill out the application, and either mail it in with a \$10 processing fee or visit a federal recreation site in person.

For more information about this "Access Pass," visit <https://tinyurl.com/jmc57gc>.

To download the "Access Pass" application visit:
<https://tinyurl.com/y4jytz7j>



US Army Corps
of Engineers®

AMERICA THE BEAUTIFUL – THE NATIONAL PARKS AND FEDERAL RECREATIONAL LANDS ACCESS PASS

U.S. Department of the Interior - Bureau of Land Management, Fish and Wildlife Service, Bureau of Reclamation, National Park Service
U.S. Department of Agriculture - Forest Service - U.S. Army Corps of Engineers

About the Access Pass:

The Access Pass is a free, lifetime pass available to United States citizens or permanent residents, regardless of age, that have a permanent disability. The Pass can be used at over 2000 Federal recreation sites across the nation, including National Parks, National Wildlife Refuges, and many National Forest and other federal recreation lands. The Access Pass admits the Pass owner and any passengers traveling with him/her in a single non-commercial vehicle at per-vehicle fee areas or the Pass owner and three additional adults where per-person fees are charged. The Access Pass may also offer a discount on some expanded amenity fees, such as camping. Discounts offered by the Pass vary widely across the many different types of recreation sites. Pass owners are encouraged to check with sites they plan to visit before obtaining a Pass to verify that their Pass will be accepted. Anytime a Pass is used, photo identification will be requested to verify Pass ownership.

How to Obtain an Access Pass:

The Pass may be obtained two ways, either at a federal recreation site where entrance or standard amenity fees are charged or through the mail. To obtain a Pass you must have photo identification to verify that you are a U.S. citizen or permanent resident, which could include:

- A U.S. State or Territory issued Driver's License, Identification, or Birth Certificate
- A U.S. Passport or Passport Card
- A Permanent Resident Card (Green Card)

You must also provide documentation that you have a permanent disability, which could include:

- A statement signed by a licensed physician attesting that you have a permanent physical, mental, or sensory impairment that substantially limits one or more major life activities, and stating the nature of the impairment;
OR
- A document issued by a Federal agency, such as the U.S. Department of Veterans Administration, which attests that you have been medically determined to be eligible to receive Federal benefits as a result of blindness or permanent disability. Other acceptable Federal agency documents include proof of receipt of Social Security Disability Income (SSDI) or Supplemental Security Income (SSI);
OR
- A document issued by a State agency such as a vocational rehabilitation agency, which attests that you have been medically determined to be eligible to receive vocational rehabilitation agency benefits or services as a result of medically determined blindness or permanent disability. Showing a State motor vehicle department disability sticker, license plate or hang tag is not acceptable documentation.

Obtaining a Pass Through the Mail

To obtain an Access Pass through the mail you must complete this application, provide a photocopy of proof of citizenship or residency, documentation of disability and pay the processing fee. The cost of obtaining an Access Pass through the mail is ten dollars (\$10) for processing the application (the Pass is free).

Obtaining a Pass in Person

If you apply for an Access Pass at a Federal recreation site you do NOT need to fill out this application. When you arrive at the recreation site, the officer selling the pass will verify your documentation of disability and that you are a U.S. citizen or permanent resident by checking your identification. You will then be issued the Pass. The Pass is free if obtained in person, there is no processing fee. Before making a trip to obtain a Pass, be sure to contact the site to ensure that they have passes available.

Replacement Passes:

Lost or stolen Passes cannot be replaced at this time. If your Pass has been lost or stolen you must purchase a new one. Worn or damaged Passes can be replaced free of charge at any recreation site where Passes are issued, or through the mail by returning the Pass with this application and paying the ten dollar (\$10) processing fee.

**APPLICATION FOR MAIL ORDER SALES OF THE
AMERICA THE BEAUTIFUL – THE NATIONAL PARKS AND FEDERAL
RECREATIONAL LANDS ACCESS PASS**

U.S. Department of the Interior - Bureau of Land Management, Fish and Wildlife Service, Bureau of Reclamation, National Park Service
U.S. Department of Agriculture - Forest Service - U.S. Army Corps of Engineers

Your application for an Access Pass must include:

Product #209291

1. This completed, signed application form.
2. **Photocopy** of documentation issued by Social Security Disability, Office of Veterans Affairs and/or a licensed physician that demonstrates permanent disability.
3. **Photocopy** of documentation issued by an authorized U.S. agency that demonstrates U.S. citizenship or permanent residence (driver's license, passport, state issued ID).
4. Payment of the processing fee by Credit Card.
5. For a pass replacement, please submit the original worn pass.

****Do Not Send Original Documents****

Please Print Clearly - Your name should appear as it does on your Photo ID

Full Name

Street

City State

Zip Code - Telephone

E-Mail Address

By submitting this application:

I hereby affirm that I am a citizen of or domiciled in the United States, and that I have been medically determined to have a permanent physical, mental, or sensory impairment that severely limits one or more major life activities. Major life activities include functions such as: caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, etc. (Section 504 of the Rehabilitation Act of 1973, as amended, 29 USC § 705 20)).

Signature: _____ Date _____

Payment

Credit Card: Visa Master Card American Express Discover Security Code

Credit Card Number Date -

Your credit card will be billed \$10 at the time of shipment.

Send your completed Application to:

USGS
Attn: Access Pass
Box 25286
Denver, CO 80225

Questions:

fedrecpass@usgs.gov
1-888-ASK-USGS
(1-888-275-8747)

Federal Law 18 U.S.C. 1001 makes it a crime in any matter within the jurisdiction of any department or agency of the United States for any person knowingly and willfully to falsify, conceal, or cover up by any trick, scheme, or device a material fact; to make any materially false, fictitious, or fraudulent statement or representation; or to make or use any false writing or document knowing that it contains a materially false, fictitious or fraudulent statement or entry. Violations of 18 U.S.C. 1001 are punishable by fines of up to \$10,000, imprisonment of up to five years, or both.

NOTICES

PRIVACY ACT STATEMENT

General: The Federal Lands Recreation Enhancement Act of 2004 (REA), 16 U.S.C. 6804 et seq.

Authority: The information collected is required to establish eligibility; process financial transactions to complete Pass purchase requests; fulfill Passes to individuals (“fulfill” and “fulfillment” refer to shipping and handling of Passes), federal recreation sites, and third parties; and provide associated customer services such as sending renewal notices and providing information about the Pass program and federal lands. Informational or promotional messages will be sent to individuals and organizations only if they have affirmatively requested such messages through an “opt-in” mechanism.

Purposes and Uses: In addition to those disclosures generally permitted under 5 U.S.C.552a(b) of the Privacy Act, records or information contained in this system may be disclosed outside the National Park Service as a routine use pursuant to 5 U.S.C. 552a(b)(3) to other Federal, state, tribal, territorial, foreign or local government, educational, and other organizations, entities or individuals for the purpose of verifying eligibility to receive a Pass, prevent duplication, fraud and abuse, or as otherwise required by law when the disclosure is compatible with the purpose for which the records were compiled as described under the system of records notice “America the Beautiful—The National Parks and Federal Recreational Lands Pass System, DOI-06”

Effects of Nondisclosure: Voluntary, however, failure to provide the requested information may impede individual from obtaining a Pass from the National Park Service.

PAPERWORK REDUCTION ACT STATEMENT

We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to collected to determine adequate proof of disability and residency. The obligation to respond is required to obtain the Interagency Access Pass. You are not required to respond to this or any other Federal agency-sponsored information collection unless it displays a currently valid OMB control number. OMB has approved this collection of information and assigned Control No. 1024-0252.

ESTIMATED BURDEN STATEMENT

The public burden for the collection of information is estimated to be 10 minutes per response, including the time for reviewing instructions, gathering and maintaining data, and completing the form. Direct comments regarding this burden estimate, or any aspects of this form, to the Information Collection Clearance Officer, National Park Service, 12201 Sunrise Valley Drive, Mail Stop 242, Reston, VA 20192. Please do not send your form to this address.

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