



Plainfield Municipal Identification Program

Enrollment Center Location:

Plainfield City Hall
Office of the City Clerk
515 Watchung Avenue
Plainfield, NJ 07060
Office (908) 753-3222

Hours of Operation:

Monday – Friday
12:00 pm – 4:30 pm

To apply for a Plainfield Municipal Identification Card you will need:

- To be a Plainfield resident and be at least 12 years of age
- A completed application
- One proof of identification
- One proof of residency

FEES (only Cash, Personal Check or Money Order will be accepted):

- New Application (Adult 18+) **\$15**
- New Application (Senior 55+) **\$5**
- New Application (Child 12-17) **\$5**
- Lost/Stolen/Damaged Card **\$10**

Enrollment Process

Step 1: Visit or call the City Clerk's office at (908) 753-3222 to make an appointment or complete an application.

Step 2: Submit your completed application with proper documents for verification by staff member.

Step 3: Once the paperwork is validated, payment will be collected and your photo will be taken.

Step 4: All of your original documents will be returned to you when the application process is complete and you receive your card.

Types of Documents Accepted

Proof of Identification (applicant must provide one item from this partial list of accepted documents):

- Consular ID card with photograph
- Visa or U.S. Work Permit (current)
- National identification card (must have photo, name, address, date of birth and expiration date)
- Birth Certificate (U.S. or Foreign)
- US Permanent Resident card (Green Card)
- U.S. Citizenship and Naturalization Certificate
- U.S. Federal Government or Tribal issued photo ID
- State Veterans ID with photo
- Temporary Protected Status (TPS) card with photo
- Military identification card (U.S. or Foreign)
- Passport (U.S. or Foreign)
- Driver's license (U.S. or Foreign)
- Prisoner ID card/Face Sheet (formerly incarcerated released form)
- ITIN card (must be accompanied by an ID with a photograph)
- Social Security card
- Electronic Benefit Transfer (EBT) card
- Voter registration card

Proof of Residency (applicant must provide one item from this partial list of accepted documents):

- Utility bill
- Current residential lease
- Mortgage payment receipt or local property tax statement
- Bank account statement
- Proof that the applicant has a minor child currently enrolled in a school located within the city
- Employment pay stub
- Jury summons or court order issued by a state or federal court
- Federal or state income tax or refund statement
- Insurance bill (homeowner, renter, health, life, or automobile insurance)
- Written verification issued by a homeless shelter that receives city funding confirming residency
- Written verification from a hospital, health clinic or social services agency that receives city funding, confirming residency

Frequent Asked Questions (FAQs)

Who can get a Plainfield Municipal ID card?

The ID card is available to all Plainfield residents over the age of 12 who can establish identity and residency and can provide the proper documentation and payment.

Do I have to schedule an appointment?

You may visit or call the City Clerk's office at (908) 753-3222 to schedule an appointment and/or for additional information.

How will I know which documents I need?

Refer to "Types of Documents Accepted" above.

Does my immigration status affect my eligibility to get a Plainfield Municipal ID card?

No. All Plainfield residents, regardless of immigration status, are eligible to receive the ID card. The City of Plainfield will not ask you what your immigration status is and will not collect information on your immigration status.

How long is the Plainfield Municipal ID card valid for?

The Plainfield Municipal ID card will be valid for two years from the date the application is approved. This expiration date will be printed on the card.

What benefits does the Plainfield Municipal ID card carry?

The ID card proves that you are a Plainfield resident and will be accepted at city agencies, libraries, schools, businesses and will also be accepted by the Plainfield Police Department.

What can I NOT do with my Plainfield Municipal ID card?

The ID card DOES NOT:

- *Authorize cardholders to drive*
- *Authorize cardholders to purchase alcohol or tobacco products*
- *Qualify for public assistance benefits*
- *Travel on an airplane*
- *Confer immigration status or provide work authorization*