

DEERS & ID CARDS

IMPORTANT INFORMATION

Hours of Operation:

Monday & Tuesday: 7:30am-11:30am & 12:30-2:00pm
914 Air Refueling Wing (ARW) Building 314
(716) 236-2197
*Walk-ins only

Wednesday & Thursday: 7:30am-11:30am & 12:30-2:00pm
107 Attack Wing (ATKW) Building 901
(716) 236-2435
*Appointments - <https://rapids-appointments.dmdc.osd.mil/>

Friday: 7:30am-11:00am
Alternate buildings (See schedule on the back)

Original Documentation may be scanned and emailed to our office for updates only at:
(Email must include Sponsors DOD or Social Security Number) 914fss.fsmps@us.af.mil

This information sheet may also be found online at:
www.niagara.afrc.af.mil



Pre-Arrival Checklist:

LOST/STOLEN ID CARD: Must have a Police Report or a Lost/Stolen Report from the Visitor Center. (Visitor Center located outside the main gate)

DD FORM 1172-2: Required for all dependents to receive an ID Card. This form will be issued in the DEERS office. If the Military Sponsor cannot be present to sign this form, the form may be signed prior to. Military Sponsors can sign this form 90 days in advance however, this form must be signed in front of the Notary of the Public or a DEERS Representative.

2 FORMS OF VALID ID: Required prior to issuance of an ID Card. The only exception to this is children 18 years and younger. The primary ID must be a photo ID. No expired ID's will be accepted as a form of Identification. Acceptable forms of ID include but are not limited to: Passport, Driver's License, U.S Military ID card, Social Security Card, Birth Certificate, school ID with expiration date, Voter's Registration Card, and Veterans Affairs (VA) ID Card.

See the back side of this page for additional information and required documentation

Adding a Dependent:

Spouse:

- Marriage Certificate
- Birth Certificate
- Social Security Card
- Driver’s License

Child:

- Birth Certificate
- Social Security Card

Step Child:

- Marriage Certificate
- Birth Certificate
- Social Security Card

Ward:

- Court Order
- Approved Favorable Dependency Letter (From DFAS)
- Birth Certificate
- Social Security Card

Incapacitated Child over the age of 21:

- Letter of Approval (From DFAS)
- Medical Sufficiency Statement
- Birth Certificate
- Social Security Card

Removing a Spouse and/or Step Children:

- Divorce Decree

Disabled American Veteran (DAV):

- Letter from the Veterans Affairs Office (VA) that states 100% service connected disability or at least 70% disabled and unemployable
- DD214
- Commissary Letter

Promotion:

- Promotion Order with Effective Date

Retirement:

- Retirement Order placing service member on the Retired List with Effective Date

Re-Enlistment:

- DD Form 4 or Official Re-Enlistment/Extension documentation

Full-Time Student (Age 21-23):

- Letter from school registers office stating full-time enrollment and anticipated graduation date

Former Spouse:

- Approval Letter from the Service Project Office Former Spouse’s will have their own record Separate from the previous Sponsor

Age 65 Medicare Eligible:

- Medicare Card reflecting proof of purchase for Medicare Part B



914 ARW: Building 314
107 ATKW: Building 901
CLOSED: Federal Holiday



914 ARW & 107 ATKW ID CARD SCHEDULE 2020

January							February							March							April						
SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT
			1	2	3	4						1	1	2	3	4	5	6	7				1	2	3	4	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	5	6	7	8	9	10	11
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	12	13	14	15	16	17	18
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31					26	27	28	29	30		
May							June							July							August						
SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT
					1	2		1	2	3	4	5	6				1	2	3	4							1
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
31																					30	31					
September							October							November							December						
SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT	SUN	MON	TUE	WED	THR	FRI	SAT
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
27	28	29	30				25	26	27	28	29	30	21	29	30						27	28	29	30	31		

SCHEDULE SUBJECT TO CHANGE WITHOUT NOTICE