

## List of Acceptable Identification for Background Check

**All applicants must have one Primary and one Secondary form of Identification,**

**OR two Primary forms of Identification.**

<b><u>Primary</u></b>	<b><u>Secondary</u></b>
1. U.S. Passport (current and valid)	1. Voter's registration card
2. Certificate of Naturalization ( <i>INS Form N-550 or N-570</i> )	2. U.S. Coast Guard Merchant Mariner Card
3. Unexpired foreign passport, with I-551 stamp or attached INS Form I-94 indicating unexpired employment authorization	3. U.S. social security card issued by the Social Security Administration ( <i>other than a card stating it is not valid for employment</i> )
4. Driver's license or ID card issued by a state provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address	4. Original or certified copy of a birth certificate issued by a state, county, municipal authority or outlying possession of the United States bearing an official seal
5. U.S. Military/Retire ID Card	5. U.S. Citizen ID Card ( <i>INS Form I-197</i> )
6. Military dependent's ID card	6. Certificate of Birth Abroad issued by the Department of State (Form FS-545 or Form DS-1350)
7. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address	7. Native American tribal document
8. Certificate of U.S. Citizenship ( <i>INS Form N-560 or N-561</i> )	8. US Military Discharge papers DD 214
9. Permanent Resident Card or Alien Registration Receipt Card with photograph ( <i>INS Form I-151 or I-551</i> )	9. Civil Marriage Certificate
	10. U.S. Adoption Papers
	11. DOT Medical Card

# Hazardous Materials Endorsement

## IBT Background Check Sites

For a complete list of IBT Background Check sites, visit <https://hazprints.tsa.dhs.gov>

If you fail the Background Check, you are not eligible for a Hazardous Materials Endorsement. Go to TSA's website [www.tsa.gov](http://www.tsa.gov) for appeal and waiver information.

Due to the federal Patriot Act, the rules for obtaining a Hazardous Materials (HazMat) Endorsement have changed as follows:

1. Massachusetts Commercial Learner's Permits will no longer be issued with a Hazardous Materials Endorsement.
2. A Commercial License with a Hazardous Materials Endorsement cannot be issued, renewed, or transferred until the Transportation Security Administration (TSA) notifies the RMV that the applicant has passed a Background Check.

## Massachusetts Registry of Motor Vehicles

P.O. Box 55889  
Boston, MA 02205-5889  
857-368-8000  
[www.massrmv.com](http://www.massrmv.com)

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## Applying for or Adding a Hazardous Materials Endorsement



The RMV recommends that you do not apply for a Hazardous Materials Endorsement until you have already obtained a Commercial Driver's License.

1

Go to an RMV branch office and do the following:

- ✓ Complete a CDL Application.
- ✓ Present required identification documentation.
- ✓ Pay permit fees.
- ✓ Take the Hazardous Materials Knowledge Exam.

If you pass the Hazardous Materials Knowledge Exam, you will receive a Hazardous Materials Pass Certificate. Exam results are valid for two (2) years.

2

Contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit <https://hazprints.tsa.dhs.gov> to apply for the Background Check, pay the \$86.50 application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location (see back for Massachusetts locations) and do the following:

- ✓ Present 2 forms of ID to verify your identity.
- ✓ Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you of your results by mail.

3

Upon being notified that you passed the background check, do the following:

- ✓ Return to an RMV branch office.
- ✓ Complete a CDL Application.
- ✓ Pass a road test (for a 1<sup>st</sup> time Commercial Driver's License applicant)
- ✓ Pay the fees for a Commercial Driver's License with the Hazardous Materials Endorsement.

## Renewing a Hazardous Materials Endorsement



1

Approximately ninety (90) days prior to your license expiration, contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit <https://hazprints.tsa.dhs.gov> to apply for the Background Check, pay the \$86.50 application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location (see back for Massachusetts locations) and do the following:

- ✓ Present 2 forms of ID to verify your identity.
- ✓ Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you of your results by mail.

2

Upon being notified that you passed the background check, do the following:

- ✓ Go to an RMV branch office.
- ✓ Complete a CDL Application.
- ✓ Pay applicable fees.
- ✓ Take the Hazardous Materials Knowledge Exam.

If you pass the Hazardous Materials Knowledge Exam, you can renew your license with the Hazmat Endorsement.

If you fail the Background Check or the Knowledge Exam, you will still be able to renew your Commercial Driver's License, but without the Hazardous Materials Endorsement.

## Transferring a Hazardous Materials Endorsement from Out of State



1

Go to an RMV branch office and do the following:

- ✓ Complete a CDL Application.
- ✓ Pay applicable fees.
- ✓ Take the Hazardous Materials Knowledge Exam.

If you pass the Hazardous Materials Knowledge Exam, you will receive a Hazardous Materials Pass Certificate. Exam results are valid for two (2) years.

2

Contact IBT, the Transportation Security Administration's vendor, at 1-877-429-7746 or visit <https://hazprints.tsa.dhs.gov> to apply for the Background Check, pay the \$86.50 application fee, and identify locations nationwide where you can be fingerprinted. You will need to visit the vendor's location (see back for Massachusetts locations) and do the following:

- ✓ Present 2 forms of ID to verify your identity.
- ✓ Allow yourself to be fingerprinted.

It could take approximately 30 days to receive the results of your Background Check. The Transportation Security Administration (TSA) will notify you of your results by mail.

3

Upon being notified that you passed the Background Check, do the following:

- ✓ Go to an RMV branch office.
- ✓ Complete a CDL Application.
- ✓ Pay the fees for a Commercial Driver's License with Hazardous Materials Endorsement.