

**Public Employees' Retirement System of Nevada**

693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131  
5740 S. Eastern Avenue, Suite 120, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934  
Toll Free 1-866-473-7768 Website [www.nvpers.org](http://www.nvpers.org)

**Proof of Birth Date and Name Change Documentation Instructions**

Proof of birth and name change documentation for you and your beneficiary, if applicable, is required when you retire. Submit legible photocopies of the documents to the PERS office with your name and the last 4 digits of your social security number on each copy.

Choose **ONE** document from the below list. *If the name on the proof of birth document is the same as the current name, no other information is required.*

**Proof of Birth Date Documents**

- Birth Certificate
- Delayed certificate of birth
- Passport or passport card
- Real ID driver's license
- Global Entry Card
- Infant baptism certificate or certified copy

*If the current name is different from the proof of birth document selected above, submit name change documents to verify all name changes.*

**Name Change Documents**

- Marriage Certificate(s)
- Child's birth certificate, if the maiden name is shown
- Divorce decree, only when the document restores the last name back to a previous or maiden name
- Adoption papers

**OR**

**TWO** documents from this list will satisfy all proof of birth and name change requirements provided the date of birth and current name are the same on both documents.

**Alternative Documents**

- |   |  |
|---|--|
| <input type="checkbox"/> School age records with date of birth  | <input type="checkbox"/> Military service records (DD214)                    |
| <input type="checkbox"/> Marriage records if date of birth is shown   | <input type="checkbox"/> Naturalization certificate with date of birth       |
| <input type="checkbox"/> Transcript of record from US Bureau of Census  | <input type="checkbox"/> Driver's license (if not Real ID) or DMV records    |
| <input type="checkbox"/> Hospital record of birth   | <input type="checkbox"/> Social Security benefit estimate with date of birth |
| <input type="checkbox"/> Voter registration records with date of birth  | <input type="checkbox"/> Certified court order with date of birth            |
| <input type="checkbox"/> Any document over ten years old with date of birth   | <input type="checkbox"/> Death Certificate                                   |
| <input type="checkbox"/> Resident alien card  | <input type="checkbox"/> Tribal ID   |
| <input type="checkbox"/> Concealed Weapon permit  | <input type="checkbox"/> Domestic Partner Certificate with date of birth     |
| <input type="checkbox"/> Certified copy of family record in the family Bible stating:<br>name of the person who entered the date of birth, when the<br>date of birth was entered, explanation of any corrections,<br>and date of printing of Bible. |  |