

# MacDill Online ID Card Renewal

## FOR DEPENDENTS & RETIREES

Customers will be contacted within 3 days to ensure all documentation has been received.

1



### SIGN & SAVE

Sign & Save the forms below.

- [Generate DD Form 1172](https://dmdc.osd.mil/self_service/rapids/unauthenticated?execution=e1s1)  
[https://dmdc.osd.mil/self\\_service/rapids/unauthenticated?execution=e1s1](https://dmdc.osd.mil/self_service/rapids/unauthenticated?execution=e1s1)
- [Fill out blank Form 1172](https://www.cac.mil/Portals/53/Documents/dd1172-2.pdf?ver=2020-04-27-093224-893)  
(w/ Sponsor Signature)  
<https://www.cac.mil/Portals/53/Documents/dd1172-2.pdf?ver=2020-04-27-093224-893>
- **Two (2) Forms of ID**
  - Driver's License
  - CAC
  - Dependent ID
  - Retiree ID
  - Passport
  - Social Security Card
  - Voter's Registration Card
  - Birth Certificate

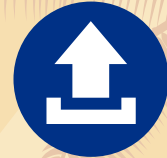
2



### SEND US AN EMAIL WITH ALL THE ATTACHMENTS FROM STEP 1 TO:

6FSS.FSPS.Macdillonlinerenewal@us.af.mil

3



### PICK UP YOUR ID

Our team will call you once your ID card is ready for pickup!

- *The hours for pickup are Mon-Fri 7:30 am-3 pm excluding the 4th Friday of each month.*

### SMILE & CLICK

Take photo against white background. Face camera directly, full face & top of shoulders in view. Neutral facial expression, both eyes open, no head gear.  
(Photos must be no smaller than 5"x7")



*\* Please note: If you experience issues with any of the hyperlinks, copy and paste the URL into your browser*