



**ST. MARK**  
**THE EVANGELIST**  
**CATHOLIC CHURCH**

# **PARISH ID PROGRAM**

## **APPLICATION PACKET**

For more information visit  
[stmarkplano.org/parishID](http://stmarkplano.org/parishID)

# Checklist

- Be at least 18 years old
  
- Be a registered and active member at St. Mark the Evangelist for at least 3 months by the date of applying for Parish ID
  
- Complete Parish ID Application
  
- Provide at least one of the following forms of identification
  - Driver's License (Expired/Active)
  - Birth Certificate (Foreign/Domestic)
  - Government ID (Foreign/Domestic; Expired/Active)
  - Passport (Foreign/Domestic; Expired/Active)
  - VISA/Green Card/Permanent Resident
  - Utility Bill or Bank Statement with your name and address
  
- Provide a signed Letter of Recommendation
  - from a U.S. citizen, such as an employer or friend/family that provides account to your good character (example provided)
  
- Notarized Affidavit (Optional)
  
- Turn in your application to St. Mark Parish Office
  
- Know your appointment times to get your picture taken and receive your Parish ID
  - Don't forget to bring the original copy of your chosen form of ID!

# Parish ID Application



Name: \_\_\_\_\_ Date: \_\_\_\_\_

Gender (circle one):    Male    Female    Date of Birth: \_\_\_\_\_    Age: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Name of the Catholic Church closest to where you live:

\_\_\_\_\_

**Forms of Identification** (at least one must be provided):

- Driver's License (Expired/Active)
- Birth Certificate (Foreign/Domestic)
- Government ID (Foreign/Domestic; Expired/Active)
- Passport (Foreign/Domestic; Expired/Active)
- VISA/Green Card/Permanent Resident
- Utility Bill or Bank Statement with your name and address

**Additional Documentation**

- Letter of Recommendation
- Notarized Affidavit (Optional)

**Note:** The Parish I.D is strictly for Identification, it does not serve as a driver's license

**For Parish Office use only:**

- Verified Membership
- Scanned Documents
- Photo Taken

Parish ID # \_\_\_\_\_

# Letter of Recommendation Example



**From employer:**

Date

Dear Pastor,

I have known \_\_\_\_\_ for \_\_\_\_\_ months/years.  
We have worked at \_\_\_\_\_ for \_\_\_\_\_ months/years. I  
would recommend this person because \_\_\_\_\_

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\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

**From friend or family member:**

Date

Dear Pastor,

I am \_\_\_\_\_'s (family member / friend / neighbor) and I can testify  
that his/her family have been established in the Plano, Texas area for \_\_\_\_\_ months/years.  
He/she has a good reputation at their job \_\_\_\_\_ at \_\_\_\_\_  
and they are involved in the following community organizations: \_\_\_\_\_  
\_\_\_\_\_. They attend St. Mark the Evangelist Catholic  
Church and live their Christian faith in the way they treat others. I would recommend this  
person because \_\_\_\_\_

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\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

# Notarized Affidavit

*Optional*



I \_\_\_\_\_ declare to have known  
\_\_\_\_\_ who resides at \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ since \_\_\_\_\_.

My relationship to the above person is \_\_\_\_\_.

My address is \_\_\_\_\_.

My ID / Driver's License # is \_\_\_\_\_.

I declare that the information above is true and complete to the best of my knowledge.

\_\_\_\_\_  
Printed Name of Person Making Statement

\_\_\_\_\_  
Signature of Person Making Statement

**Section below to be completed by Notary:**

Subscribed and sworn to, before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires: \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_  
Notary Signature