



DEERS Information Update Application

Each application can only be used for up to two DEERS updates

> View https://www.tricare.mil/deers first to see what you can update on your own

Sponsor Information

First Name:

Last Name:

E-mail Address:

Phone Number:

duty cell

DOD ID Number

*Please include a copy of the sponsor's ID for verification, regardless of update

Update #1: Please select the kind of update you need. If it's not listed, please make an appointment and come in person.

Comments: Enter any additional information that will help us process your request in a timely manner, to include the names of dependents we are updating. If you are/were mil-to-mil, please indicate that in the comments section. Feel free to provide additional contact info.

Update #2: If applicable, please select the kind of update you need.

Comments: Enter any additional information that will help us process your request in a timely manner, to include the names of dependents we are updating. If you are/were mil-to-mil, please indicate that in the comments section.

Please select all forms being provided with this application: ***Scanned/photo copies MUST be in color, they will be rejected if not*** Identity source documents must be bound to applicant and shall neither be expired nor canceled. If the two identity source documents bear different names, evidence of formal name change must also be provided.

Birth Certificate/Certificate of Live Birth

*If you only have Certificate of live birth, you will need to provide the SSN and birth certificate once you have them, either in person or through another application for updates.

Marriage Certificate

Divorce Decree

Other documents

Social Security Card

Primary Identity Source Document **Include a photo ID of spouse for marriage updates

Adoption Paperwork

Secondary Identity Source Document (Select type from drop down)

Letter from Registrar

NEXT STEPS: Send an encrypted email, Subject line: DEERS update_Last, First name (of sponsor) with this form and all applicable "certified" color, copies of source documents identified to 55FSS.FSPS.CustomerService@us.af.mil Can't send encrypted message? You can also send a password protected PDF by following these steps: Click on File>Properties>Security Tab>Security Method Drop Down>Select Password Security>Check "Require a password to open document" box>Type desired password>Click OK>Type Password again>Click OK>Save Document. Once you have password protected your document, email it to our org box above. Send a second email containing the password. Please allow up to 5 duty days for actions to be completed before calling 294-5019 to check on the status. An e-mail will be sent to the provided e-mail address when the update has been made or if there are follow up questions. *Disclaimer: Even though use of a password-protected PDF adds a layer of security and minimizes risk, we cannot fully guarantee the security of personally identifiable information sent unencrypted from a non-governmental email address -- by using this method, you understand this underlying risk and choose to accept the risk (IAW Air Force Instruction 33-332).*

ACTIONS to be completed by the MPF ONLY (enter date & initials of customer support technician completing action)

Request received date/by:

DEERS updated date/by:

E-mail was sent date/by:

MilPDS updated date/by: if applicable