

Instructions for the Colorado Alternate Identification Number for the Property Tax/ Rent/Heat Rebate (PTC rebate) program

General Information

The DR 0019 is used to apply for an alternate identification number assigned by the Colorado Department of Revenue to apply for the Property Tax/ Rent/Heat Rebate (PTC rebate) program. The alternate identification number may not be used to file any other form of application or tax return. Do not complete the DR 0019 if you have an SSN or ITIN. If you have an SSN or ITIN, you must use that number to apply for the PTC Rebate.

Legal Name: Enter your legal name as it appears on your birth certificate or other legal documents. Please include suffixes, if applicable, such as senior, junior, etc.

Other Names Used: Please provide other names you have gone by in the past which may be included on any documentation you will provide.

Physical Address: Enter the street address, city, state, and zip code where you currently reside. This must be the address of a physical residence. **P.O. Boxes are not accepted. Documentation submitted with the application must show that you were present in Colorado for the entire calendar year; multiple documents may need to be submitted to demonstrate presence for the entire calendar year.**

How long have you lived at this address?: Please indicate the number of years and months that you have resided at your current physical address.

Do you own or rent?: Please indicate whether you own or rent your current residence. Add your landlord's name and contact info, if applicable.

Mailing Address: Enter the street address, city, state, and zip code where you currently receive mail through the United States Postal Service (USPS). All Departmental correspondence will be mailed to the mailing address provided in this section.

Date of Birth: Enter your date of birth including a four digit year (*Example - 12/31/1999*).

How to submit your application: Bring this application and supporting documentation to a Colorado Department of Revenue Taxpayer Service Center or mail it to:

Colorado Department of Revenue
Service Center Section
PO Box 17087
Denver, CO 80217-0087

Please allow at least 4-6 weeks before calling or emailing to check the status of your application.

Examples of Supporting Documentation Minimum of two required

Phone bill	Insurance policy
Utility bill (with service address)	Pay stub
Credit card statement	Vehicle registration/title
Bank statement	Rent receipt (not handwritten)
Lease agreement/ mortgage statement	Passport
Birth Certificate	Military ID

Documents must show your name and current Colorado residential (not P.O. Box) address - including street address, city, and state. Documents must be dated within 1 year. Electronic documents are accepted for proof of residential address. **Physical documents submitted with the DR 0019 application will not be returned.** Photocopied documents are encouraged, do not send original copies of documents.

Application for Alternate Identification Number

IMPORTANT - Do not forget to attach all required documentation with this application.

I, _____ declare under penalty of perjury under the laws of the State of Colorado that:

1. I do not currently have a Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN) issued by the Social Security Administration (SSA) or the Internal Revenue Service (IRS).
2. I am a resident of the state of Colorado.

First Name	Middle Name	Last Name	
Suffix	Date of Birth (MM/DD/YYYY)	Marital Status	Other Names Used
Other Government ID Number	Type of ID	Issuing Agency or Country	

Physical Address

Street Address	Apartment Number
City	State ZIP Code
Email Address	Telephone Number
How long have you resided at this address? (Years/Months)	Do you own or rent? Add landlord's name and contact info, if applicable

Mailing Address

Street Address	Apartment Number
City	State ZIP Code
How long has this been your mailing address?	

DID YOU ATTACH YOUR DOCUMENTATION? A minimum of two separate documents required.
 See instructions for examples of acceptable supporting documentation.

- Proof of Name
 Proof of Address
 Copy of Birth Certificate
 Copy of Passport

I declare, under penalty of perjury, that the statements herein are true and correct, as to every material matter, to the best of my knowledge and belief. I understand that this declaration is required by law because I have applied for an Alternate Identification Number. I understand that state law requires me to provide proof that I am a resident of the State of Colorado prior to applying for the Property Tax/ Rent/Heat Rebate (PTC rebate) program. I further acknowledge that knowingly making a false statement or representation in this declaration is punishable under the criminal laws of Colorado under section 39-21-118(4), C.R.S., and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Your Signature	Date

For Colorado Department of Revenue Use Only

Alternate ID Assigned	CAN Assigned	Rejection Reason