How to Create an ID.me account

What is an ID.me account?

As an IRS technology provider, ID.me offers secure and convenient identity verification options. Members can choose between self-service or a video call with a live agent. Both options meet the required government standards for accessing online government services.

You only need to verify your identity once—then you can use your ID.me account for the IRS, and anywhere else, ID.me is accepted.

Before you create an ID.me account

- **Only** create an ID.me account **if you never created an account** in the past. Like a driver's license, you **can only have one ID.me account** since it's uniquely tied to you as an individual.
- If you have an ID.me account and need to use it at a new organization, you should not create a new account. Simply sign in to your account and follow the prompts. If you need a specific email associated with your ID.me account, sign in to your account and <u>add the new email address</u>.
- If you forgot your password, select "Forgot Password" and follow the prompts.

What will I need?

To access the IRS online services, you'll need to:

- Create an ID.me account using your personal email address
- Verify your identity
- Consent to share your identity information with IRS

Step 1: Create an Account

Go to: <u>https://api.id.me/en/registration/new</u>

<u>Note:</u> Record your password so that you can refer back to it as needed.

<u>Note:</u> If this is your personal device and you are not concerned about others having access to it, you can select "Remember Me"

You must select the box for "I accept the ID.me Terms..." to continue.

Create an ID.me account

Multiple ID.me accounts are not allowed. If you have an ID.me account, use it to sign in.

> Need to use ID.me for work? Follow these steps.

* Indicates a required field

Email *

Enter your personal email address

Password*

Enter password

0

0

Confirm Password *

Reenter password

Remember me

For your security, select only on your devices.

I accept the ID.me <u>Terms of Service</u> and <u>Privacy</u> <u>Policy</u>*

Select "Create account"

Step 2: Verify Your Identity

After your account is set up, you can verify your identity. To create a new account:

- Go to the IRS application login page and select Sign in with ID.me.
- Enter your personal email address and a strong password, then select Create account. Learn <u>how to create a strong</u> <u>password</u>.
- 3. Follow the prompts to finish setting up your ID.me account and to confirm ownership of your email.

Sign in to ID.me	
New to ID.me? Create an ID.me account	
Email	
Enter your email address	
Password	
Enter password	0
Remember me For your security, select only on your devices.	
Sign in	
Forgot password	

4. You can verify your identity using Self-Service or on a video call with an ID.me agent.

Note: If you live outside of the United States and don't have a US phone number, mailing address, or Social Security number, you can still verify your identity.

If you live outside of the United States, you'll need to verify your identity on a video call with a Video

Chat Agent. During this process, you'll upload your identity documents, wait for them to be reviewed, then join a live video call to complete verification.

Note: If you don't have a Social Security number, select Continue by entering your Individual Taxpayer Identification Number (ITIN).

Self-Service

Self-Service is the most common verification method and takes <u>5-10 minutes</u> to complete. To verify, you'll need:

- A mobile phone that has a camera or a computer with a webcam
- Email address
- Government-issued photo ID (U.S. driver's license or state ID, U.S. passport, or U.S. passport card)
- Social Security number.

To verify your identity using Self-Service:

- 1. Go to the IRS application you'd like to access. When prompted, select Verify with ID.me.
- Sign in to your ID.me account and set up <u>multi-factor authentication (MFA)</u> to further protect your account.
- 3. Select Self-Service.
- Follow the prompts to upload your US driver's license or state photo ID, or select Change
 Document to upload a passport or passport card. Learn how to <u>take photos of your documents</u>

- Take and submit a <u>video selfie</u>. Your selfie will only be used to confirm that the person in the selfie matches your government ID. You may <u>request that ID.me delete your Biometric Data</u> at any time.
- 6. Enter your Social Security number.
- 7. Review and confirm that all of your information is accurate, then select **Yes**. After ID.me verifies your identity you will receive a **<u>confirmation message</u>** as a way to protect you from fraud.
- 8. From the Authorize screen, review the information that the IRS will receive and then select **Allow** to consent to share that information with the IRS, completing the identity verification process.

Note: If unsuccessful, you may need to verify on an **<u>extended video call</u>**. During this process, you may be asked to provide a selfie.

<u>Video call</u>

During a video call, you'll upload a document and connect with a live agent to verify your identity without uploading a selfie. To verify, you'll need:

- A mobile phone that has a camera or a computer with a webcam
- <u>Email address</u> (To successfully verify your identity for IRS, the email address on your IRS application must be used on your ID.me account)
- Government-issued photo ID (U.S. driver's license or state ID, U.S. passport, or U.S. passport card)
- Social Security number

To verify your identity on the Video Call:

- 1. Go to the IRS application you'd like to access. When prompted, select
 - Verify with ID.me.
- 2. Sign in to your ID.me account and set up **<u>multi-factor authentication (MFA)</u>** to further protect your account.
- 3. Select Video Call.

ID.me

4. Select **Get Started**, accept ID.me's consent to collect personally identifiable information, then select **Continue**.

VERIFY TO	UR IDENTITY
2	3 4 5
Take photos doc	of your identity ument
Enter a mobile phone r a link to take photos o	number, then we'll text you f your identity document.
Identity Document	
Driver's License	Change documer
-	
Your smartpl camera and	tone must have a a web browser.
• • • • • • • • •	tose must have a a web browser. I a mumber, you agree to ough text message or voic tempts in order to protect account.
Veur smartpl Camera and By entering your pho receive notifications thr calls during sign-in at your Co	ne number, you agree to ough text message or voio empts in order to protect account.

Follow the prompts to upload your US driver's license or state photo ID, or select **Change document** to upload a passport or passport card. Learn how to <u>take photos of your documents</u>.

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Enter your remaining information, including your Social Security number, then select **Continue**. Learn <u>why ID.me asks for your Social Security number</u>. Note: If unsuccessful, you may need to verify on an extended video call. During this process, you will upload additional identity documents and show your documents to the Video Chat Agent. 5. Connect with a Video Chat Agent

During the call with your Video Chat Agent, the agent will compare you to your uploaded identity document. To connect to a video call:

After your information is confirmed, you will be prompted to join a video call. Select **Join video call** to proceed.

Join a video call	Waiting for a video call ' 8 minutes (Updates every 120 seconds)
One more step! Join a quick recorded video call with our Video chat agent, they will compare you to the image on your document.	Vour documents have been reviewed Waiting for next available video call
Join video call	Don't have time to wait?
English What is ID.me? Terms of Service Privacy Policy	Save your application and leave the waiting room. You will lose your place in line, but we'll email instructions about how to rejoin to nathaniel.barnett+000001@id.me
Wait for the next Video Chat Agent to be available.	What is ID/mo? Terms of Service Privacy Policy

Consent to having your call recorded, select **Continue**, then select **Join video call** when prompted.

Stay on the call as the Video Chat Agent compares you to your identity document photo. This should only take a moment.



Share your information with the IRS Finally, you must consent to share your information with the IRS. After your video call, you'll receive an email from ID.me with the subject "Action Required: Complete your IRS verification." Follow the instructions in the email to share your information with the IRS. You will then be able to access the IRS online service.

https://help.id.me/hc/en-us/articles/202673924-Creating-your-ID-me-account