Visiting the Social Security Administration

Once you fill out form SS-5, you will need to bring it to a social security office so that they can process the change.

What to bring

- Your filled-out and signed form SS-5
- A copy of your certified court order (this will be returned to you once they make a copy of it)
- One form of identification, such as an unexpired driver's license, state ID card, or U.S. passport.
- If you've never received a social security number before, one proof of U.S. citizenship, such as a U.S. birth certificate or U.S. passport.

What not to bring

You can get the current list of prohibited items here. These include:

- Firearms and projectile weapons
- Sharp tools or implements
- Club-like items and striking devices
- Explosives or combustible chemical compounds and mixtures
- Disabling or dangerous chemicals
- Drugs (including cannabis, even with prescription)

Security Screening

When you enter a Social Security office, you'll have to undergo security screening. A guard will ask why you're there, and then explain the screening procedure. They'll ask you to put all your possessions into a container and inform them of any metal inside your body, such as pacemakers,

joint replacements, etc. Then, a metal detector wand will be used to make sure you don't have any metallic objects on you. If the wand indicates, further screening will be performed in the form of a pat-down.

Check-in

Once you're through security screening, you can check in at a kiosk, which will ask you some questions about why you're there, what your social security number is if you have one, and whether you made an appointment. Once you've checked in, the kiosk will print a ticket with a number at the top.

There's a screen in the room that displays the ticket numbers currently being served. Once your number is called, it will flash in red at the top of the screen along with the window number you should go to. If you don't show up when your number is called, they will announce it again over a speaker.

When you go to the window, the officer will ask you for your ticket and ID immediately, so have those ready.

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