



EAD RENEWAL WHILE LIVING IN THE US

What is the difference between an original EAD application and a renewal application? You need to prove you are in good standing (do not owe money) to the Internal Revenue Service (IRS) for US Taxes when applying for an EAD renewal. This is accomplished by providing an IRS account transcript. Use [Form 4506-T](#) to request up to four years with one form. Please visit "[Get Transcript](#)" to request online or call 1-800-908-9946 to receive your transcript by mail. This form is required if you have ever filed taxes with the IRS.

If you have had an EAD and haven't worked or filed income tax with the IRS and are needing a renewal, you can request a Verification of Non-Filing Letter. A Verification of Non-Filing Letter provides proof that the IRS has no record of a filed Form 1040-series tax return for the year you requested. It doesn't indicate whether you were required to file a return for that year. This letter is available after June 15 for the current tax year or anytime for the prior three tax years using Get Transcript Online or Form 4506-T. You must use Form 4506-T if you need a letter for tax years older than the prior three years.

[About Form 4506-T, Request for Transcript of Tax Return](#)

My spouse/child had an EAD during a previous posting in the United States. Are the procedures the same? No matter how long ago a person may have had an EAD, the application will always be considered a renewal. If your posting was less than 6 years ago, the family member will need to submit US tax documentation even if they did not work during the validity of the EAD. If more than 6 years ago, you will need to reapply for an EAD.

How long is an EAD renewal valid for? The issue period for an EAD renewal is the same as the duration of the remainder of your posting. It matches how long you are legally permitted to stay in the US, therefore the date on your Visa.

I've heard that there is a cost to renew my EAD, is this true? United States Citizenship and Immigration Services (USCIS) authorities have waived the application fee for NATO family members. Make sure you go through your OR to ensure this fee is waived.

When should my spouse/child start the process to renew their EAD? If your EAD expires while at your current post, you can only begin the renewal process within the last 90 days of the card expiration date. If you have received a cross posting (to another state), you must apply for a renewal.

How long does it take to receive an EAD renewal? Applicants should allow at least 10-12 weeks for processing once the package is sent. The EAD card will be mailed directly to your US home address.

What documents are needed to renew the EAD? For current information, contact your EAD Point of Contact.

[Chapter 6 - Certain G-4 or NATO-6 Employees and their Family Members | USCIS](#) provides an overview of policy and regulations, eligibility requirements, application procedures and documentation requirements as well as sample forms to assist eligible individuals in their application.

EAD Points of Contact



CDLS(W) - Protocol Coordinator
CAF Washington Canadian Armed Forces
cdlsprotocol@forces.gc.ca | 202-682-7697



CFSU(CS) / NORAD - Misty Baker
CND Forces Support Unit (Colorado Springs)
misty.baker@forces.gc.ca | 719-556-8242

This information is offered to help direct you and your family to the correct locations to find the benefits and services available during your OUTCAN posting. Please be vigilant in doing the research appropriate for your situation, as each is different!

