




## AFFIDAVIT OF IDENTITY and PRIVACY ACT RELEASE

**Privacy Act of 1974:** Title 10, U.S. Code 7013 and 9013 authorizes solicitation of your Social Security Number and/or other personal information. Failure to provide requested information could result in not locating the authorized responsive documentation/records. (See also U.S. Presidential Executive Order 9397 (SSN), as amended.)


**Instructions:** Please complete all blank areas and sign in front of a notary of public. Please return the completed, notarized document to the Exchange Office of General Counsel as listed below. **NOTE:** This authorization does not apply to documents identified as Protected Health Information (PHI). To obtain PHI documents, please submit a proper HIPAA authorization release form.


BEFORE ME, the under signed authority personally appeared this day,

 \_\_\_\_\_, (Affiant) known to me to be the person described herein and said person did present a current identifying document(s)/card issued by a federal or state governmental containing his/her photograph and signature (TCPRC, Sec. 121.005 and NPEM) as proof of identity and who, being by me duly sworn, deposes and says:

- That he/she is the one and same person as named in this affidavit.
- That the person named in this Affidavit understands that falsification in any degree of this Affidavit is a felony criminal offence and will subject such Affiant to prosecution to the fullest extent of the law.

Pursuant to the Privacy Act, 5 U.S.C. §552a, I hereby voluntarily authorize the Army and Air Force Exchange Service (hereinafter "the Exchange") to release documents relative to

  
\_\_\_\_\_  
To the following (name, organization name, address, phone number, e-mail address):

  
\_\_\_\_\_  
This authorization will expire at the conclusion of my legal claim. I may revoke this authorization at any time by notifying the Exchange in writing of my revocation. Such revocation will not apply to any information or records already disclosed. I understand that after the above recipient has obtained the authorized documents or information, federal law might not protect it from being re-disclosed. Routine Use Disclosures may apply. I have signed this authorization, as reflected below, before a notary public.

**When completed and notarized, please return by one of the following means. You must represent your request for information/documents along with this form.**

**Mail:**

Army and Air Force Exchange Service  
Office of the General Counsel  
Compliance Division  
3911 South Walton Walker Blvd.  
Dallas, TX 75236-1598


**e-mail:**

[PrivacyManager@aafes.com](mailto:PrivacyManager@aafes.com)

**FAX:**

214-465-2912

**Personal Identifier for location of responsive documents as authorized:** \_\_\_\_\_  
(Last 4 of SSN and/or Date of Birth)

 \_\_\_\_\_  
Affiant Printed Name

\_\_\_\_\_  
Affiant Signature

\_\_\_\_\_  
Date

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Notary Signature

\_\_\_\_\_  
Commission Expiration Date