

# Package Receiving Service



## Identification and Address Requirements

### 1583 Identification Requirements

Two forms of identification are required, one is your photo ID and the other is your home address verification. You can not use the same ID to fulfill both requirements. Social Security cards, credit cards, and birth certificates are unacceptable as identification.

Acceptable identification includes:

Photo ID	Home Address Verification
US Driver's License or State ID Card	Mortgage of Deed of Trust
Uniformed Service ID	Voter Card
US Permanent Resident Card	Home Insurance Policy
Passport	Current Lease
Matricula Consular	Vehicle Insurance Policy
NEXUS Card	Vehicle Registration Card
US University ID Card	US Driver's License or State ID Card
Certificate of Naturalization	
US Access Card	

**Additional documentation is required for Business Entities, please provide one of the below documents showing the entity name and your name.**

Filed Copy of Secretary of State Statement of Info	County Fictitious Business Name Statement
Business License	State Filed Articles of Organization

### Automated email and text Notifications

Unfortunately, Postal Palm Springs cannot guarantee successful receipt of package and mail notifications. Due to the large volume of text and email alerts sent many carriers and email providers consider these alerts to be spam and either route the message to your spam or block the message completely. One way you can help ensure you receive our messages is to add [auto-notify@justnotify.me](mailto:auto-notify@justnotify.me) to your safe list and address book. More information is available at [www.justnotify.me](http://www.justnotify.me)

### Acceptable Address Options

Our Package Receiving Service address is a legal street address. That means we accept deliveries from the Post Office and all other carrier deliveries. Postal Palm Springs is not a Post Office, you cannot utilize "P.O. Box", we are a private mailbox center. As a private mailbox center the correct term is "PMB". You must utilize the following address format:

Your Name or Business Entity  
Package Receiving Service  
1717 E Vista Chino, A7 PMB 900  
Palm Springs, CA 92262