



# ACP Services

The Address Confidentiality Program (ACP) is a free program for Washington residents that provides crucial services while maintaining participant privacy.

## Substitute address

A legally-issued address that can be used on new local or state agency documents. This allows the individual to safely interact with government agencies without fear of their actual address appearing in public records.

## Mail forwarding

First class, legal, and certified mail is received at the substitute address and ACP securely forwards it to the participant's actual address.

## Agent for service of process

Court-related documents can be served to the Office of the Secretary of State and are then forwarded to the individual's actual address.

## Voter registration

Eligible participants can register to vote as a Protected Records Voter and keep their actual address out of public record.

## Marriage record protection

Individuals may use the substitute address on marriage license documents.

# How ACP works

## Step 1

Individual interested in applying visits [sos.wa.gov/acp](https://sos.wa.gov/acp) or calls ACP to find an Application Assistant.

## Step 2

Application Assistant provides options to stay safe and can help submit the ACP application.

## Step 3

ACP receives the individual's application and issues them a new substitute address.

## Step 4

Individual notifies all senders of substitute address and begins using the substitute address in place of their actual address.

## Step 5

ACP receives mail at the substitute address and forwards it to the individual's actual address.

## Where can the substitute address be used?

- State, city, and county services records
- Voter registration
- Driver's license or state ID
- Vehicle titles and registrations
- Law enforcement reports
- Court documents
- Public school records

## Limitations:

- Federal government and private businesses are not required to accept the ACP address.
- ACP cannot redact already public personal information.
- Actual residential address may still be required to purchase a home, apply for a line of credit, set up utilities, purchase a firearm, etc.