

TEXAS DEPARTMENT OF PUBLIC SAFETY **DRIVER LICENSE DIVISION**

Guide for First Time DL/ID Applicants





The Driver **License Division Guide for First** Time DL/ID Applicants is designed as a visual aid to guide you through the **Driver License** (DL) and Identification (ID) card application process.



Disclaimer: The images in the Guide for First Time DL/ID Applicants are examples of documents that may be required to obtain a DL or ID card.



As a first time
Texas applicant,
you will need
to complete
form DL-14A,
the Application
for Texas DL or
ID card, before
going to the
office.

For more information, visit <u>DL-14A</u>
<u>Application for Texas</u>
<u>DL or ID card</u>.

NOTICE: All information		ARD APPLICATION	FOR DEPARTMENT USE ONLY
DPS CANNOT REFUN	 17 YEARS 10 MONTHS OF AGE AND 0. n on this application must be in INK. Applications held 		RESTRICTIONS/ENDORSEMENTS
	D PAYMENT ONCE APPLICATION IS SUBMITTED.		ASSIGNED #
		ss (select one): A _	B C Motorcycle: Y N
Select one: Original	RenewalReplacement	ModifyAde	Iress or Name Change
APPLICANT INFORMATION			
Last Name:	First Name:	Middl	e Name:
Suffix:	Birth Surname (Maiden):	S	SN:
Date of Birth (mm/dd/yyyy):	Sex (select one):MaleFemal	le Height:Ft	In. Weight:Lbs.
Eye Color (select one): Blue	BrownGrayHazelGreen	BlackMaroon	Pink
Hair Color (select one): Black	RedGrayBrownBlonde	Bald White	
Race (select one): (AI) Alaska	n or American Indian(AP) Asian or Pacific Isla	nder(BK) Black _	(W) White
	panic Origin(O) Not of Hispanic Origin(L	J) Unknown	
Place of birth: City:	State: County:	Country:	
Father's Last Name:	Mother's	s Maiden Name:	
CONTACT INFORMATION			
Residence Address:			
City:	State: Zip Code:	County:	
Mailing Address:			
City:	State: Zip Code:		
Primary Phone:	Cellular Phone*: Ema	ail:	
	*Standard data and messaging rates may app		
	ould you like to provide up to two (2) emergency o		st:
	Phone Number Addre		
	Phone Number Addre	988	
Alternate Address: (Authorized Per	sonnel Only)State: Zip Code:		
City:			
REQUIRED INFORMATION FRO	M ALL APPLICANTS		
YES NO	nited States 2 If no. on to question 2		
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1. Are you a clitten of the L2 If you are a U.S. clitten, 1 Lunderstand that giving result in imprisonment I am a resident of the co. including any term of inc. court exercising probate. By proveding my electron in the court exercising probate of the power of the court exercising probate. Are you a veteran? If no a.) Are you a 40% disable in the power of the pow	ould you like to register to vote? If negletered, would you like to register to vote? If negletered, would you like to registeration is partie, pt to one year in jail, a fine up to \$4,000, or both. PLEASE in provided above, and a U.S. citizer. I have not been finely recraiton, parole, supervision, period of probation, or I have be instituted to the present provided above, and a U.S. citizer. I have not been signature, funderstand the personal information or my application to the Taxess Secretary of State's office. Warning to regist one to the Taxess Secretary of State's office. Warning to regist excertage of State's office. Warning to regist excertage of State's office. Warning to regist or designator on your DL or ID, or or are you 40% and have had a lower extremity amputated ired; some acceptable documents are DD214/215, K0822. \(\text{A} \). Proof of disability is required for Disabled Veteran designation, to be Usabiled Veteran designation of David Warrines of the Control of the Control of the Warrines of th	and a crime under state and EARDA ALT. THREE STATEME! CONVICTED ALT STATEME! CONVICTED ALT STATEME! CONVICTED ALT STATEME! For to vote, I authorize the Depa population fee? (Proof of disable and want a Disabled Veteran VA disability letter, Veteran idea to vote, I authorize the Depa which was a statement of the revice shown on your DL or II. Navy Personal control of the Navi Control of the Washington of the Personal Control of Registry and does not remove way donatelletexas or grown way donatelletexas or grown way donatelletexas or grown and so washington STATEMENT	rederal law. Conviction of this crime may be a first TO AFFIM BEFORE SIGNING. on, I have completed all of my punishment of a sight to vote. and the sight to vote. ginature will be used for submitting my trainer of Public Safety to transfer this ity required) designator on your DL or ID7 (Proof of inflication card, proof of service/verification 7 If yes, select one: m DL-101), ep Hero's Heart Symbol) our name if already registered* Enter your information to gain access to nount of \$1 or more \$
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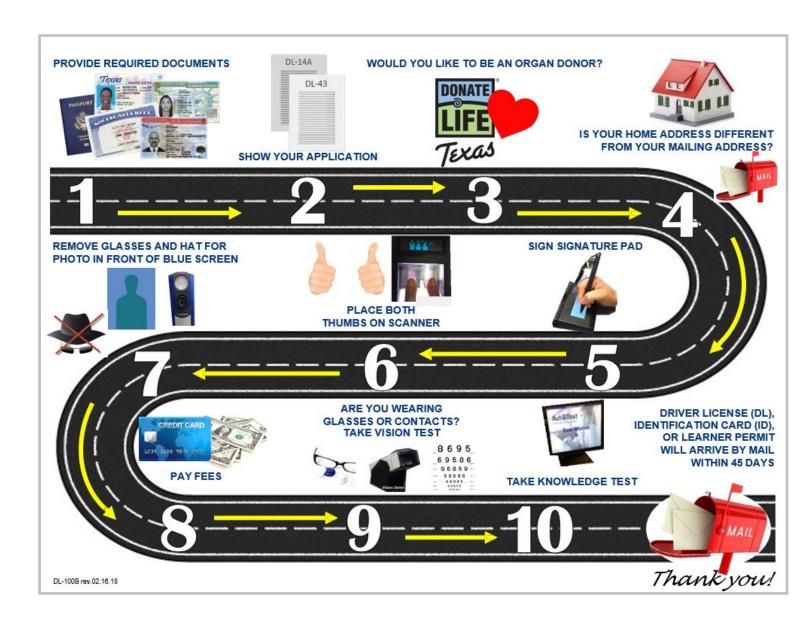


Documents



-- Steps -

These are the basic steps in the DL and ID card first time application process.





--Step 1--

Do you have one of these documents to prove identity? If not, then go to the next page.

For a complete list of acceptable documents, visit

How to apply for a

Texas Driver License.

Do you have a Texas Driver License or ID card?

DRIVER LICENSE

12345678 + CHI AM

my 5-04 - See F - Spen BLU

Do you have a current Driver License or ID card from another state?



Do you have a current Driver License from another country?



Yes or No



Current License or ID card



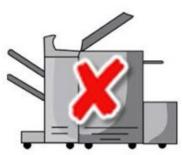
--Step 1-

Skip this page if you already have an identity document on the prior page.

Do you have an original or certified copy of <u>one</u> of these documents? If not, then go to the next page.

For a complete list of acceptable documents, visit Identification
Requirements.











Originals or certified copies only



--Step 1--

Skip this page if you already have an identity document on the prior page.

Do you have an original of <u>one</u> of these documents? If not, then go to the next page.

For a complete list of acceptable documents, visit

How to apply for a

Texas Driver License.







Certificate of Citizenship with picture

Must be originals, not copies



Identity Documents



--Step 1--

Skip this page if you already have an identity document on the prior page.

Do you have an original of one of these documents? If not, then visit the link below.

For a complete list of acceptable documents, visit

How to apply for a

Texas Driver License.





Identity Documents



--Step 1---

Do you have two documents for proof of residency in Texas with your name on it.
The next three pages provide examples.

For a complete list of acceptable documents, visit

Texas Residency

Requirement for

Driver Licenses and

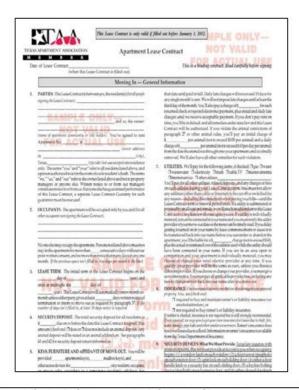
ID Cards.



Electric bill with name and address



Medical card with name and address



Residential Lease with applicants name & address listed

Utility bills and other documents must contain applicant's name and residential address.



Texas Residency



--Step 1--

Texas Residency document examples continued.

For a complete list of acceptable documents, visit

Texas Residency

Requirement for

Driver Licenses and ID

Cards.







Utility bills and other documents must contain applicant's name and residential address



Texas Residency



--Step 1-

Texas Residency document examples continued. If you don't have one of these documents, visit the link below.

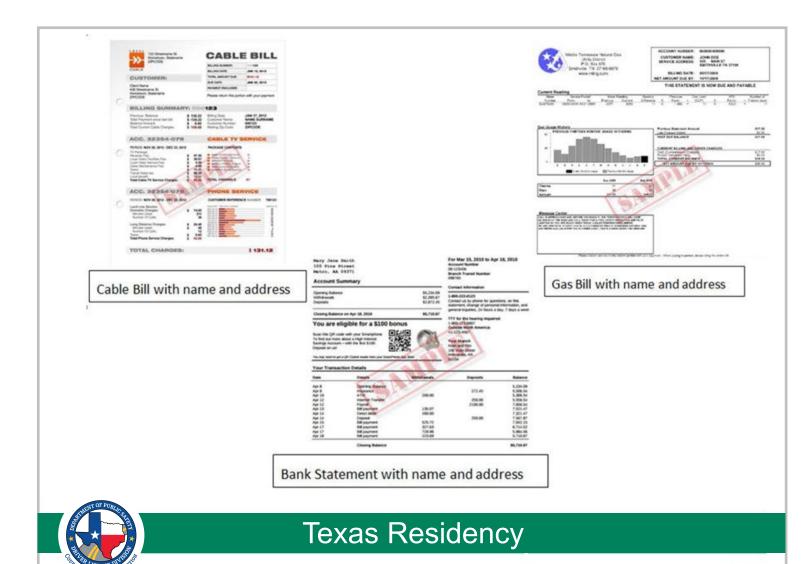
For a complete list of acceptable documents, visit

Texas Residency

Requirement for

Driver Licenses and ID

Cards.





--Step 1 -

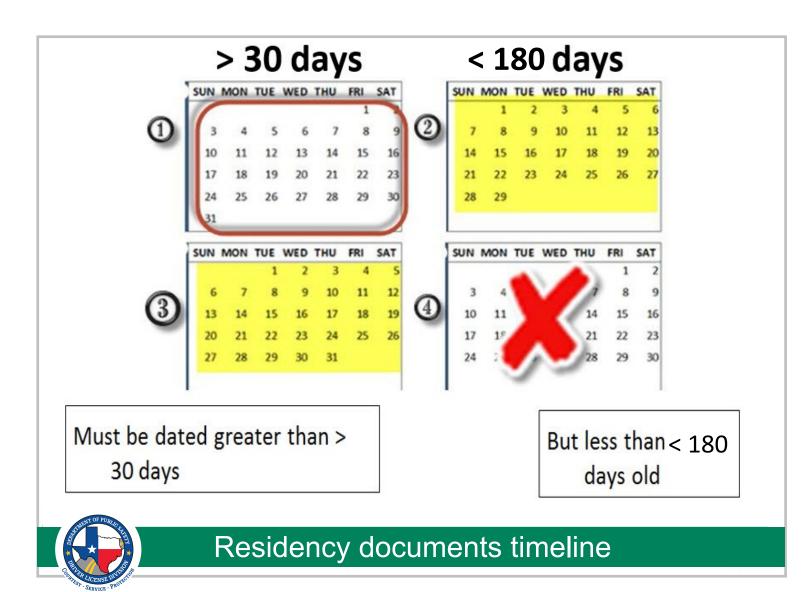
continued

Your two Texas residency documents with your name on each, must be dated over 30 days old but less than 180 days old.

For a complete list of acceptable documents, visit

Texas Residency

Requirement for DLs and ID cards.





--Step 1--

Do you have proof of your Social Security Number (SSN)? If not, you will complete an affidavit at the driver license office.

For a complete list of acceptable documents, visit
Social Security
Number.



Social Security Affidavit

			ECURITY AFF rtment of Pub			DE-13 (1015)
NAME:	(LA67)	(F#IST)		MODULEARADON	008:	
ADDRESS:_	1000000	X 130 (12.0)				
сти:			STATE:	4	ZP:	
	for the issuance of a Texas id ter by the Social Security Admir					
ized agent of	nereby authorize a review of an the Taxas Department of Public eligibility to receive a Taxas ide	Safety, whether the said	records are of a p	ublic, private or con	fidential nature. This inform	nation will be used to
driver Scense	derstand that failure to provide and/or driving privilege pursu Code, Section 521.451 and S	uant to Texas Transport				
I hereby certif	y, under penalty of perjury that	the above information is	true and correct.			
Signature: _		10			Date:	
Subscribed ar State of Texas	nd affirmed, or swom to before s.	me on this day	of	20	in the county of	
Signature, Au	thorized Agent of Texas Depart	ment of Public Safety, ID	#. Station #			

Do you have a Social Security card?

Yes or No



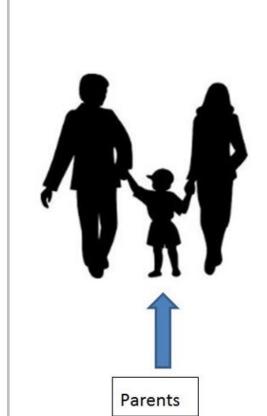
Social Security Number / Card



--Step 1-

Are you a teen applying for a Texas DL or ID for the first time? If yes, your parent or legal guardian must come with you.

For more information on parent or legal guardian requirements, visit How to apply for a Texas Driver License as a Teen.



Are your parents or a legal guardian here with you?







Parent or legal guardian



--Step 1-

Do you own a vehicle? If so, you are required to show proof of Texas registration and insurance, in your name.

For more information, visit Texas Department of Motor Vehicles.





Is the vehicle registered in your name?



Do you own a vehicle? Is it in your name?





INSURANCE COMPANY

Esurance Insurance Company
Esurance Insurance Services, Inc.
650 Davis Street
P. O. Box 5250

San Francisco, CA 94111

Sioux Falls, SD 57117-5250

NAIC# 25712

POLICY NUMBER EFFECTIVE DATE EXPIRATION DA PACA-003637001 April 22, 2010 October 22, 2010

 YEAR
 MAKE/MODEL
 VEHICLE IDENTIFICATION NUMBER

 2005
 Honda/ACCORD EX
 1HGCM66545A054573

 1985
 Mercedes Benz/380SL
 WDBBA45C0FA024523

85 Mercedes Benz/380SL WDBBA45C0FA024523

INSURED NAME AND ADDRESS ADDITIONAL LISTED DRIVER(S)

Do you have vehicle insurance in your name?

Yes or No



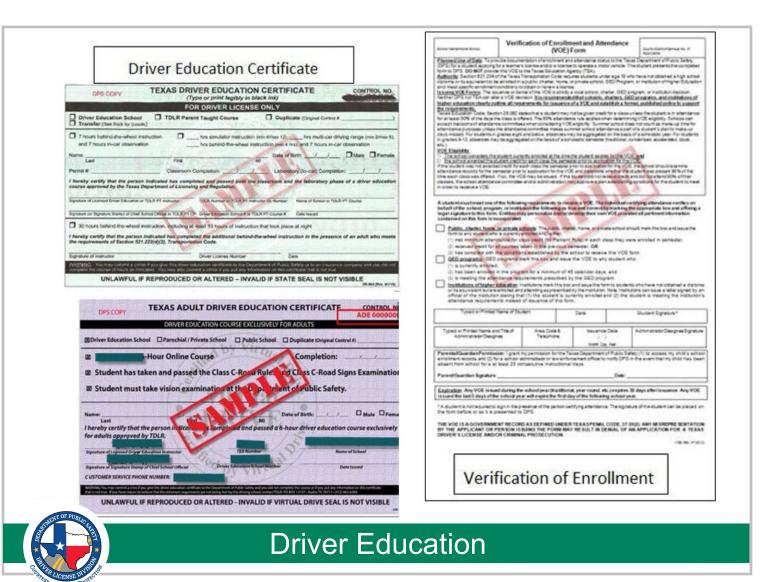
Vehicle registration and insurance



--Step 1--

If you are under 25 years of age, you must provide proof of Driver Education and school enrollment.

For more information, visit
Texas Department of Licensing & Regulation (TDLR)
Driver Education & Driving Safety.





You will be required to provide your Impact Texas Drivers (ITD) certificate of completion before you take the drive test.

For more information, visit Impact Texas Drivers (ITD).

Impact Texas Teen Drivers



Impact Texas Adult Drivers





Impact Texas Driver Program

. ...



If you have a communication barrier, you may be required to bring a physician's statement to the Driver License office.

For more information, visit Communication Impediment with a Peace Officer.



PHYSICIAN'S STATEMENT

(Please type or print)

Texas Transportation Code §521.125 allows the Texas Department of Public Safety to include on an individual's driver license or identification card any health condition that may impede the individual's communication with a peace officer.* The health condition must be evidenced by this signed statement from a licensed physician. By providing this information, the phrase "communication impediment" will be printed on the reverse side of the driver license or identification card.

PHYSICIAN'S STATEMENT (Please type or print) Texas Transportation Code §521.125 allows the Texas Department of Public Safety to Include on an individual's driver license or identification card any health condition that may impedit the individual's communication with a peace office; "The health condition must be evidenced by this signed statement from a licensed physician. By providing this information, the phrase "communication impediment" will be printed on the reverse side of the driver license or identification card. Patient's Pull Name: Patient's Date of Birth; __/___ Patient's DL/ID#: Physician's Address: Physician's Office Telephone No.: Medical License No.: State: Health Condition: Patient's Signature: Date: __/_/ Physician's Date the another of the Pases Transportation Code. NOTE: All other health conditions may be noted by the customer on the reverse side of the CL or ID by marking the directive to physician and enting the phone number for the physician.

DL form 101



Communication issues with a Peace Officer



--Step 2<u>--</u>

You will submit your DL-14A application, and swear or affirm the information you provide is true and correct.

For more information, visit <u>DL-14A</u>
<u>Application for Texas</u>
<u>DL or ID card.</u>



I do solemnly swear, affirm, or certify that I am the person named herein and that the statements on this application are true and correct.



Swear or affirm to correctness of information



--Step 2--

continued

You will be asked to provide two emergency contacts on your DL-14A application.

For more information, visit <u>DL-14A Application</u> for Texas DL or ID card.

9.		In the event of injury or de	eath would you like to provide two (2) emergency contact	ts? If yes, please list:	
	The second second	a) Name	Telephone Number	Address	
		b) Namo	Tolophono Number	Addross	

Do you have a person who should be contacted in case of an emergency?







Emergency Contact Information

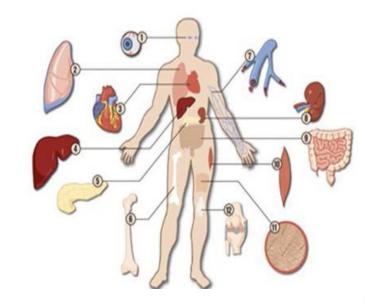


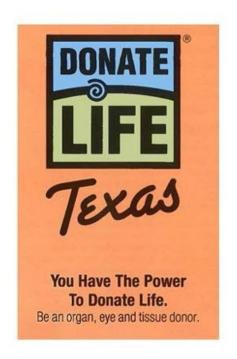
--Step 3--

You will be asked if you want to join the Organ Donor Registry. If yes, your card will be printed with a Hero's Heart symbol as a reminder of your choice to save lives.

For more information, visit Donate Life Texas.

Would you like to be an organ donor?







Organ Donation



--Step 4--

You will be asked to provide your home address to be listed on your DL or ID card, and an address your card will be mailed to, if different.

Home



123 Main Street Austin, TX 78749

Is it a house or an apartment?



Mailing



123 Main Street Austin, TX 78749

What is the apartment number?
APT#

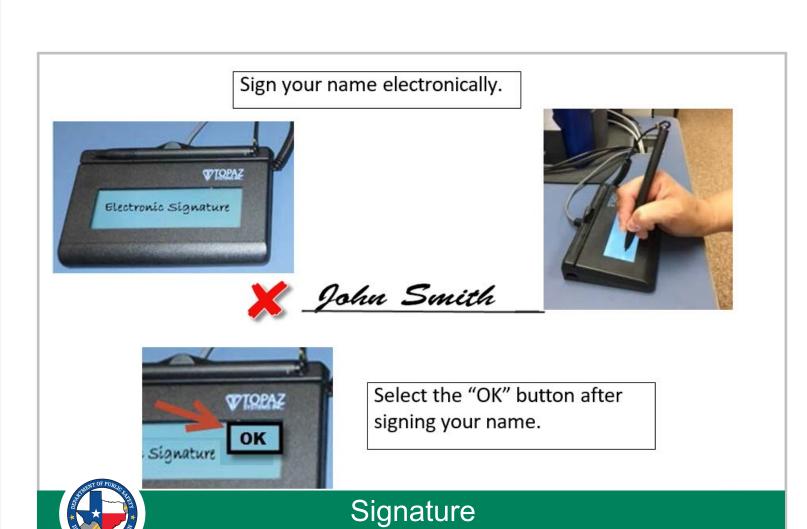


Home and mailing address



--Step 5--

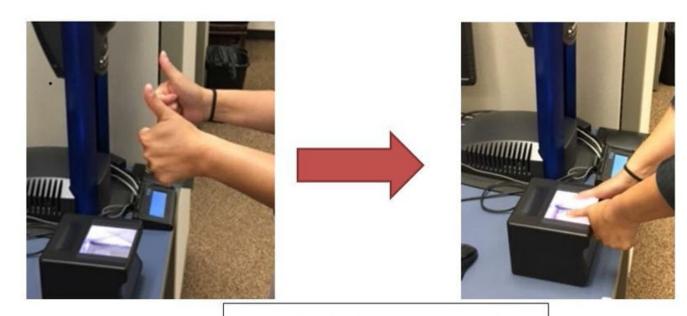
You will be asked to provide your signature for your DL or ID card.





--Step 6--

You will be asked to provide your thumbprints for your DL or ID card.



Place both thumbs on the lighted scanner. Hold them there until the employee says finished.

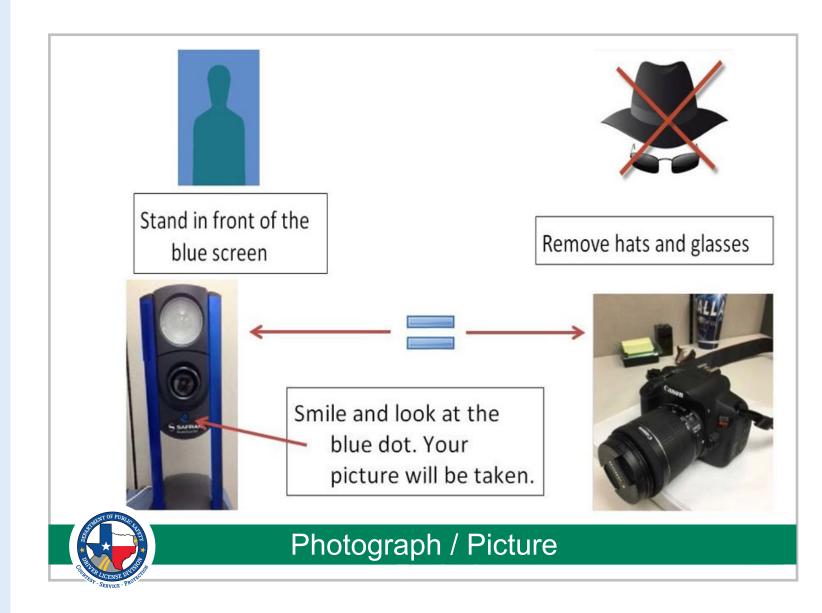


Fingerprints



--Step 7--

Your photo will be taken for your DL or ID card.





--Step 8--

Driver License offices accept the following forms of payment: credit card; check; money order, and *cash.

*Cash is not accepted in the Big Lake Driver License office.





--Step 8--

continued

These are the basic fees for a Texas DL and ID card.

For a complete list of DL, ID and CDL fees, visit <u>Driver License</u> <u>Division Fees</u>.

New Driver License (Class A, B, or C or Learner)

Age	Fee	
Under 18	\$16	
18 to 84	\$33	
85 and older	\$9	

Renew License (Class A, B, or C)

Age	Fee	
Under 18	N/A	
18 to 84	\$33	
85 and older	\$9	

Replace* License (Class A, B, or C)

Age	Fee	
All Ages	\$11	

^{*}Replace a lost, stolen, or damaged license,
Change address or name, or Test to add or remove
restrictions

New Identification (ID) Card

Age	Fee
Under 59	\$16
60 and older	\$6

Renew Identification (ID) Card

Age	Fee
Under 59	\$16
59 and older	\$6

Replace* Identification (ID) Card

Age	Fee
All Ages	\$11

^{*}Replace a lost, stolen, or damaged ID card or Change address or name

Other Cases

Disabled veterans (60%): new or renewal Free (with approved documentation)

Limited term driver license for temporary visitors to the US: \$25



Fees

--Step 9--

Vison test requirements are for DL applicants only. Do you wear glasses or contacts?

Yes or No



Say the colors on Line -____ # FDPLTCEO

If instructed, write your answers



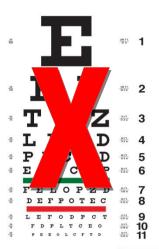


Vision Test

--Step <u>9-</u>

continued

You may be required to get an eye exam from a physician, if you do not pass the vision test at a Driver License office.



Take this form to your eye doctor to complete and then return to the Driver License office to complete your processing.



INSTRUCTIONS TO APPLICANT

The simple vision test on the drivers license examination shows that you would probably be a safer driver if you could see better. You are being asked to have your eyes examined by an eye specialist to determine whether your sight can be improved by glasses or treatment. If glasses will make you a safer driver, your license will permit you to drive only while wearing them.

In some cases examination by more than one specialist may be requested.

If you have any questions about how well you must be able to see to be granted the privilege of driving on the streets and highways of Texas, the examining officer will be glad to answer them.



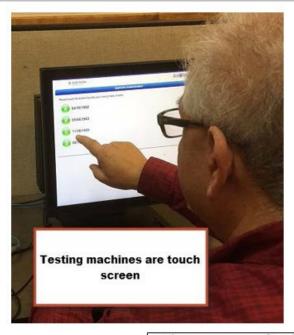
Vision Test - Did not pass



- Step 10 --

The computer or written test is required for new DL applicants, and DLs that are expired more than two years.

This does not include some transfers of valid out of state licenses, or applicants tested by a registered third party tester.



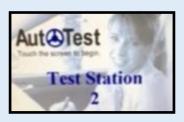


When you are finshed with your test, return to the designated area.

If you have computer problems while testing, get help from____



Knowledge Test



Step 10 -

continued

As part of the vision, written and skills testing, a restriction may be added.

These are a few of the common DL restrictions.

For a complete list of DL restrictions, visit Driver License Endorsements and Restrictions.



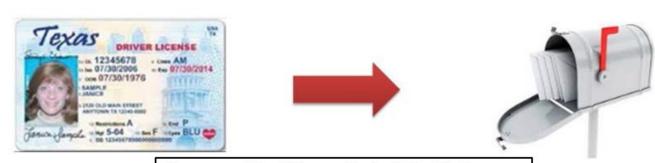
- A Drive with corrective lenses
- B Must have a licensed operator over age 21 with at least one year of driving experience in the front seat while driving
- F Must hold a valid learner license until MM/DD/YY
- G Must not operate a motor vehicle between midnight and 5:00am unless driving to/from work or school-related activity, or due to a medical emergency.
 - Must not have more than one passenger under the age of 21 who is not a family member
- S Outside rearview mirror or hearing aid



Restrictions



You will receive your card by mail, within 45 days.



License or ID will be mailed within 45 days





Driver license / ID card mailed



For more information on the DL or ID card application process, visit these resources.

- What to Bring With You for a <u>DL or ID card</u>
- What it Takes to Apply for a DL or ID card <u>brochure</u>
- Texas Driver Handbook
- Search for a <u>Driver License office</u>
- Save Time and Avoid the Lines <u>Get in Line</u>, <u>Online</u>
- Texas Driver License <u>homepage</u>
- Customer Service Center <u>FAQ's</u>



Resources