



# Commercial Driver License & Commercial Learner Permit

Document Requirements • US Permanent Residents



SCAN THE CODE for the most updated information or visit [LeeTC.com](http://LeeTC.com).

Federal law requires all commercial license/permit applicants to declare their medical certification status and to provide a valid medical examiner's certificate (unless specifically exempt).

bring

1

## Social Security Number

*must contain full social security number*

Choose one proof of Social Security from the other side of this flyer.

bring

1

## Primary Identification

*original or certified copy*

**NO**  
Photocopies

Choose one proof of Primary Identification from the other side of this flyer

**US Permanent Residents** with a name change must first update their name with USCIS **and** Social Security Administration (SSA). An original or certified copy of your marriage certificate or court order must be provided along with proof of name change with USCIS (such as I-797 or I-90). Please wait at least one business day after updating name with social security before applying for an updated license or ID card.

**NO** Photocopies

bring

1

## Proof of Florida Residency

- A current Florida Driver License or Florida Identification Card held for a period of more than six (6) consecutive months
- A lease agreement, a current residential mortgage, or a current residential deed, in the customer's name, signed more than six (6) months ago
- A statement of domicile. (Declarations of Domicile are filed with the Lee Clerk of Courts - Official Records Department.)
- A homestead tax exemption on property in Florida. (Proof of homestead exemption can be located by searching for the property record on [leepa.org](http://leepa.org) and clicking the "Exemption Renewal Letter.")

bring

2

## Proofs of Florida Residential Address

CLP/CDL applicants must present two different proofs of address in their own name, either: two documents from List A **OR** one document from List A **and** one document from List B

### LIST A

**Submit one or two documents in the applicant's name:**

- A recent lease or rental agreement for the residence with a term of 6 months or greater in the name of the driver
- Current Florida voter registration card
- Unexpired Florida vehicle/vessel registration or title
- Current homeowners or renters insurance policy or bill
- Current utility bill (water, gas, electricity, cable) dated within the last 60-days
- Recent cellular or landline telephone bill, dated within the last 60 days
- Recent internet service provider bill, dated within the last 60 days
- Latest property tax bill
- Mortgage deed for property in Florida

If unable to provide any acceptable documents from List A, applicant must provide a Declaration of Domicile filed with Clerk of Court **AND** one document from List B. Certification of Address Forms are not accepted.

### LIST B

**Submit one document in the applicant's name:**

- Latest W-2 form or 1099 form
- Recent bank statement, dated within the last 60 days
- Recent credit card statement, dated within the last 60 days
- Latest military orders or documents
- Recent pay stub, dated within the last 60 days
- Recent official government documents, dated within the last 60 days

Current CPL/CDL holders requesting a renewal or replacement license, or those wanting an upgrade (ex: Class B to Class A) are subject to the same document and address requirements.

Driver License and ID requirements are on the other side of this flyer.



# Driver License / ID Document Requirements

## US Permanent Residents

United States lawful permanent residents (LPRs), also known as 'green card' holders, are non-citizens who are lawfully authorized to live permanently within the United States.

You must bring specific forms of Identification, Social Security and Residential Address

bring

### 1 Primary Identification NO Photocopies

- US Permanent Resident Card (Green Card, Form I-551)
- Valid foreign passport and proof from United States Citizenship and Immigration Services (USCIS), such as approved I-485 or I-589 receipt, immigration judge's order, or stamp in passport showing that asylum or refugee status is granted/approved
- Immigrant Visa or I-551 stamp in valid passport

**US Permanent Residents with a name change must first update their name with USCIS and Social Security Administration (SSA). An original or certified copy of your marriage certificate or court order must be provided along with proof of name change with USCIS (such as I-797 or I-90). Please wait at least one business day after updating name with social security before applying for an updated license or ID card.**

**NO Photocopies**

bring

### 1 Social Security Number must contain full social security number

- Original Social Security Card
- W-2 or 1099 form
- Pay Stub with full Social Security Number

bring

### 2 Proofs of Florida Residential Address\*

- Deed, mortgage statement, property tax documents, or lease agreement
- Florida Voter Registration card
- Selective Service card
- Valid Florida Vehicle/Vessel Registration or Title
- Utility bills dated within the last 60 days (ex: water, gas, electricity, telephone/cell, cable etc.)
- Financial statement dated within the last 60 days (ex: bank, credit card or investment account statements)
- Automobile payment booklet dated within the last 60 days
- Medical or health card and/or medical bill dated within the last 60 days
- Professional license issued by a U.S. government agency
- Employer documentation dated within the last 60 days (ex: paycheck stub, W-2 form)
- Current Homeowner's and/or Automobile Insurance policy or bill
- Documents issued by Federal, State, County or City government agencies dated within last 60 days
- FDLE registration form completed by the local sheriff's office or Department of Corrections dated within the last 30 days

**When using proofs of address in someone else's name, a completed Certification of Address form must be completed and the directions on the form must be followed.**

#### VETERANS

If you would like a veteran's designation on your license or ID, you must present proof of discharge under conditions other than dishonorable, such as VA card, Military Retired ID Card, DD-2 or DD-214.

#### 100% Disabled VETERANS

Please bring your Disabled Veteran Card or Verification of Service Letter from the VA to waive fees.