



Driver License / ID Document Requirements

US Citizens

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

bring

1

Primary Identification

original or certified copy

NO
Photocopies

- Original or certified copy of birth certificate from a US State or Territory
- US Passport or passport card (may be expired)
- Certificate of Naturalization or Citizenship
- US Consular Report of Birth Abroad (form FS 240)

If name differs from primary identification, please present one of the following:

- Marriage certificate
- Court order
- Divorce decree (must be accompanied by proof of prior name if not listed in decree)

Important Considerations:

- When changing to a new name, you must obtain an updated social security card and wait at least one business day before applying for a license or ID card
- If you are a first time applicant who has had a name change (marriages/divorces) you must present documentation showing a complete chain of names since birth

NO Photocopies

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.

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

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.



Commercial Driver License & Commercial Learner Permit

Document Requirements • US Citizens



SCAN THE CODE

for the most updated information
or visit **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

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 Florida Voter Registration card.
- 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 and clicking the "Exemption Renewal Letter.")

bring

1

Primary Identification

original or certified copy

**NO
Photocopies**

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

If name differs from primary identification, please present one of the following:

- Marriage certificate
- Court order
- Divorce decree (must be accompanied by proof of prior name if not listed in decree)

Important Considerations:

- When changing to a new name, you must obtain an updated social security card and wait at least one business day before applying for a license or ID card
- If you are a first time applicant who has had name changes (marriages/divorces) you must present documentation showing a complete chain of names since birth

NO Photocopies

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.