

DEPARTMENT OF MOTOR VEHICLES  
 Agency of Transportation

 120 State Street  
 Montpelier, Vermont 05603-0001  
 802.828.2000  
 dmv.vermont.gov

|  |   |   |  |
|--|---|---|--|
| <b>A</b>   | <b>Name:</b> Last First Middle  |   |  |
|  | Mailing Address ( Street, Road or PO Box ): City: State: Zip:   |   |  |
|  | Physical Address: City: State: Zip:   |   |  |
|  | Social Security Number:   | Date of Birth:  | Place of Birth (City, State & Country):  |
| <small>The disclosure of your social security or federal identification number is mandatory, is solicited by the authority granted by 42 U.S.C. § 405(c)(2)(C) and/or 666(a)(13) and will be used by the Department of Motor Vehicles in the administration of motor vehicle, tax and child support laws, to identify individuals affected by such laws.</small> |   |   |  |
|  | Daytime phone number  | email address   |  |
|  | Vermont Driver License/Permit No.   | Expiration date of previous license or permit   |  |
| <b>ARE YOU A US CITIZEN?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  |   | Check if the above is a change to: <input type="checkbox"/> Mailing address <input type="checkbox"/> Physical address |  |
| IF "NO", Do you have proof of legal presence? <input type="checkbox"/> Yes <input type="checkbox"/> No   |   | Is the above a change of address for voting purposes? <input type="checkbox"/> Yes <input type="checkbox"/> No        |  |
| <b>B</b>   | <input type="checkbox"/> Check if name has changed (maiden name)  | First M. I.: Last   | First M.I.: Last   |
| <b>C</b>   | Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female   | Eye Color:  | Height: Weight: EDL? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes" also complete form TA-VL-11 |
| <b>D</b>   | <input type="checkbox"/> Duplicate / Corrected License = \$15.00<br><input type="checkbox"/> Duplicate / Corrected Learner Permit = \$17.00<br><input type="checkbox"/> Convert to Enhanced Driver's License (EDL) = \$25.00<br><input type="checkbox"/> Duplicate / Corrected EDL = \$40.00 (\$15.00 + \$25.00)<br><input type="checkbox"/> Address Change Only = \$0.00   |   |  |
|  | <input type="checkbox"/> Photo <input type="checkbox"/> Non Photo (see instructions)  |   |  |
|  | My Original License <input type="checkbox"/> Lost <input type="checkbox"/> Stolen <input type="checkbox"/> Needs Correction<br>or Permit Has Been: <input type="checkbox"/> Administrative <input type="checkbox"/> Destroyed   |   |  |
|  | <b>E</b>  |   |  |
|  | <input type="checkbox"/> Duplicate / Corrected Registration<br>ATV \$5.00, Snowmobile \$5.00, Boats \$2.00, all other \$13.00<br>My Registration Has Been: <input type="checkbox"/> Lost <input type="checkbox"/> Stolen <input type="checkbox"/> Needs Correction<br><input type="checkbox"/> Destroyed <input type="checkbox"/> Stickers Needed<br><input type="checkbox"/> New Decal Needed  |   |  |
|  | VT PLATE #:   | BODY:   |  |
|  | MAKE:   | MODEL:  |  |
|  | YEAR:   | COLOR:  |  |
| <b>VEHICLE ID (VIN, HIN or SERIAL NUMBER):</b>   |   |   |  |
| <b>F</b>   | <input type="checkbox"/> If you have leased vehicles and your name or address has changed you <b>MUST</b> check the box & list plate numbers issued to each leased vehicle.   |   |  |
| <b>G</b>   | Do you now have a valid license from another State/Province/Territory?  |   | <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, where is it from?                                 |
| <b>H</b>   | Is your privilege to operate suspended, revoked, recalled or refused in any state?  |   | <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, give details on an attached page.                 |
| <b>I</b>   |   |   |  |
| <b>J</b>   | I CERTIFY that at the time of this request the duplicate for which I am applying (License, Learner Permit, and/or Registration) is not under suspension or revocation for any reason and/or that I have not received notice of civil suspension for an alcohol-related offense (pursuant to 23 V.S.A. Section 1205) within the past 14 days. My signature on this form is certification that the information on this application is true and that both the signature and photo are those belonging to said applicant. The statements and warrants made herein are certified under penalties of 23 V.S.A. Section 202. |   |  |
|  | <b>SIGNATURE OF APPLICANT:</b>  |   | <b>DATE:</b>   |
| <b>Do Not Write Below This Line - Department Use Only</b>  |   |   |  |
| PID:   | <input type="checkbox"/> PRINT (270)  | AUDIT LINE:   |  |
| EXP DATE:  | <input type="checkbox"/> NAME/DOB (231)   |   |  |
| DUP / COR LIC 23   | <input type="checkbox"/> MISC. CHANGE (231)   | <input type="checkbox"/> 452 <input type="checkbox"/> 454   | REG # or PLATE #:  |
| OPERATOR LIC 16  | POB SEX EYES HT WGT   | <input type="checkbox"/> NNL PHOTO = A  | TYPE: EXP:   |
| EDL 33   | <input type="checkbox"/> MAILING ADDRESS (232)  | 270 CODE: <input type="checkbox"/> L <input type="checkbox"/> S <input type="checkbox"/> D                            | DUP/COR REG 06   |
| <b>TOTAL</b>   | <input type="checkbox"/> SOCIAL SECURITY # (232)  | 490 CODE: <input type="checkbox"/> C <input type="checkbox"/> P <input type="checkbox"/> NNR                          | SNOWMOBILE 36  |
| Rater #  | <input type="checkbox"/> LEGAL ADDRESS (233)  | ENDORSEMENT: <input type="checkbox"/> M <input type="checkbox"/> B <input type="checkbox"/> V                         | MOTORBOAT 37   |
|  | ADD CHG DEL   | <input type="checkbox"/> REST: _____  | <b>TOTAL</b>   |
|  | <input type="checkbox"/> JUNIOR TO SENIOR (234)   | <input type="checkbox"/> DOC LOC  |  |

## INSTRUCTIONS

**Enhanced Driver License or Enhanced Learner Permit (EDL)** – requires completion of form TA-VL-11 ENHANCED LICENSE/ID APPLICATION in addition to this form. EDL fee is \$25.00 in addition to any other fees due. **DO NOT use this form for CDL.**

### SECTION A

- THIS SECTION MUST BE COMPLETED IN FULL OR THIS APPLICATION WILL BE RETURNED TO YOU.
- If date of birth given differs from what appears on our records, identification documentation as listed in section D are required.
- **If the address given differs from what appears on our records, this will be considered a notification of change of address for all your records.** You are required to notify DMV within 30 days of any change in your mailing address, legal name or physical residence.
- Physical address is the street and house number where you actually live (required if mailing address is a PO Box).
- If place of birth given differs from what appears on our records, a copy of your birth certificate is required.

### SECTION B

- This section must be completed if name has changed.
  - An individual name change will require an original or certified copy of a marriage license/certificate, civil union certificate or court order clearly stating the new name.
  - A change of company name on a registration will require a change of name certification from the office of Secretary of State.

### SECTION C

- This section must be completed if request is for a duplicate or corrected license.

### SECTION D

- This section must be completed if request is for a duplicate license or learner's permit, or to change a regular license to a photo license.
- You can request a duplicate photo through the mail only if your last License/Permit photo was taken in the last 8 years.
- Proof of identity must be submitted when a duplicate license/learner's permit is applied for in person.
- **Required Identification Documentation** - Each applicant for an original or duplicate learner's permit, license, photo license, photo learner's permit or non-driver ID is required to show documentary proof of identity and date and place of birth. Proof of identity shall be one primary document and one secondary document from the following list. A primary document must contain the full name and date of birth and must be verifiable, i.e., we must be able to contact the issuing agency to determine the authenticity of the document.
  - **PRIMARY DOCUMENTS:** Photo driver license (cannot be expired more than one year), State/province/territory issued photo ID card (not expired more than one year), Certified microfilm/copy of driver license or ID card (cannot be expired more than one year), U.S. or Canadian issued Certificate of Birth (which must be an original or certified copy, have a raised seal and be issued by the Bureau of Vital Statistics or State Board of Health. Hospital issued birth certificates and baptismal certificates are NOT acceptable), Court order (must contain full name, date of birth and court seal. Examples include adoption document, name change document, gender document, etc.), Military ID, Valid passport (U. S. or Canadian - if foreign, appropriate INS document also is required), State issued photo learner permit (cannot be expired for more than one year), Canadian Department of Indian Affairs issued ID card (Tribal issued card and U.S. issued Department of Indian Affairs card are NOT acceptable). CIS documents, as follows: Certificate of Naturalization (N-550, N-570, or N-578), Certificate of Citizenship (N-560, N-561, or N-645), Northern Marina Card (I-551), American Indian Card (I-551), U.S. Citizen Identification Card (I-179 or I-197), Resident Alien Card (I-151, I-551, AR-3A, or AR-103), Temporary Resident Identification Card (I-688), Non-resident Alien Canadian Border Crossing Card (I-185 or I-586), Record of Arrival and Departure (in a valid Foreign Passport, I-94 or I-94W visa waiver program), Record of Arrival and Departure w/attached photo stamped 'Temporary Proof of Lawful Permanent Resident' (I-94 processed for I-551 stamp in a valid Foreign Passport), Permanent Resident Re-entry Permit (I-327), Refugee Travel Document (I-571), Record of Arrival and Departure in a Certificate of Identity (I-94), Record of Arrival and Departure Stamped 'Refugee', 'Parole', 'Parolee' or 'Asylee' (I-94, Employment Authorization Document (card) 'EAD' Ins. form I-766, I-688A & I-688B, Canadian Immigration Record and Visa or Record of Landing (IMM 100).
  - **SECONDARY DOCUMENTS:** All Primary Documents, Bureau of Indian Affairs Card/Indian Treaty Card (Tribal ID card is NOT acceptable), Driver license/ID card, expired more than one year, Court order that does not contain the applicant's date of birth, Employer ID card, Foreign birth certificate (must be translated by approved translator), Health insurance card, i.e., Blue Cross/Blue Shield, Kaiser, HMO, IRS/State tax forms W-2 NOT acceptable, Marriage certificate/license, Civil Union certificate/license, Medical records from doctor/hospital, Military dependent ID, Military discharge/separation papers, Parent/guardian affidavit (Parent/guardian must appear in person and prove his/her identity and submit a certified/notarized affidavit regarding the child's identity - applies only to minors), Gun Permit, Pilot's license, School record/transcript (must be certified), Social security card (Metal card is NOT acceptable), Social insurance card (for Canadian residents only), Student ID Card (must contain photo), Vehicle title (vehicle registration NOT acceptable), Welfare card, Prison release document.
- **Additional documentation may be required at the department's discretion if documentation submitted is questionable or if there is reason to believe the person is not who s/he claims to be.**
- The name, date of birth and place of birth shown on this application must match the information shown on the proof of identity documents submitted with the application. Applicants must bring original documents with them to a Department of Motor Vehicles Customer Service Counter. Copies of documents submitted will be retained by this Department. **DO NOT MAIL ORIGINALS.**

### SECTION E

- This section must be completed if request is for a **duplicate or corrected registration**.

### SECTION F

- This section must be completed if you have **leased vehicles**, and there has been a change to your name or address.

### SECTIONS G, H & J

- These sections must be completed in full or this application will be returned to you.

### SECTION I (*Reserved for future use*)