



Section A-2 APPLYING FOR YOUR LICENSE

STOP DO YOU HAVE THE RIGHT DOCUMENTS ?

IMPORTANT: All Documents Must be Originals or Certified. No Faxes or Photocopies. ✓ = REQUIRED FOR TYPE OF LICENSE:	Temporary Driver	Temporary Photo-ID	Driver License	Photo ID
	TDL	TID	DL or CDL	ID
● PROOF OF U.S. CITIZENSHIP OR LAWFUL PERMANENT RESIDENT EXAMPLE: U.S. Birth Certificate, U.S. Passport, I-551 / Permanent resident card, etc.			✓	✓
● PROOF OF TEMPORARY LEGAL PRESENCE EXAMPLE: Conditional Resident Alien Card (I-551), Employment Authorization Card(I-766), Valid Foreign Passport with Visa & Valid I-94, etc.	✓	✓		
● PRIMARY PROOF OF IDENTITY EXAMPLE: Certified Birth Certificate, Military ID Card, Passport, Valid Driver License Or ID Card Issued By Another State, etc.	✓	✓	✓	✓
● SECONDARY PROOF OF IDENTITY EXAMPLE: SSN Card, Work ID, Voter Registration Card, School ID, etc.	✓	✓	✓	✓
● PROOF OF ANY NAME CHANGES IF DIFFERENT THAN PRIMARY ID EXAMPLE: Certified Marriage Certificate, Divorce Decree, Certified Court Order, etc.	✓	✓	✓	✓
● TWO PROOFS OF TENNESSEE RESIDENCY WITH YOUR NAME AND RESIDENT ADDRESS – NO P.O. BOXES (CURRENT=FROM LAST 4 MONTHS) EXAMPLE: Utility Bills, Vehicle Registration/Title, Bank Statement, LES Statement, etc.	✓	✓	✓	✓
● SOCIAL SECURITY NUMBER* EXAMPLE: SSN Card, Paycheck stub with SS# AND Name, IRS Forms, etc. *SSN Affidavit may be signed IF no SSN assigned by the U.S. Government	✓	✓	✓	✓
<i>If under eighteen (18) years of age you will also need:</i>				
● TEENAGE AFFIDAVIT/FINANCIAL RESPONSIBILITY If guardian or step-parent is not named on school attendance; proof of relationship will be required such as custody or adoption papers or marriage certificate if step-parent is signing.	✓	✓	✓	✓
● PROOF OF SCHOOL ATTENDANCE / PROGRESS – SIGNED AND DATED WITHIN PAST 30 DAYS – Form SF1010 completed and signed by School Principal/Guidance Teacher – OR – letterhead statement from out-of-state or private schools, clearly stating student is not truant and is making satisfactory progress.	✓		✓	
● CERTIFICATION OF 50 HOURS BEHIND THE WHEEL DRIVING EXPERIENCE (SF-1256) – after holding learner permit for six months.	✓		✓	
<i>If applying for or currently holding a Commercial Driver License (CDL) you may also need:</i>				
● VALID DOT MEDICAL CARD			✓	
● PROOF OF TENNESSEE DOMICILE – STRICT LIMITS ON ACCEPTABLE DOCUMENTS – NO P.O. BOXES (CURRENT=FROM LAST 4 MONTHS) EXAMPLE: Utility bill, Vehicle Title/Registration, Lease/Mortgage papers, Tax return.			✓	
● SOCIAL SECURITY NUMBER: <i>Federal regulations require CDL holders to have an SSN. The SSN Affidavit is NOT allowed when applying for a commercial license.</i>			✓	
● FORM 2-C FOR PUBLIC SCHOOL BUS DRIVERS – OR – SCHOOL LETTER FOR PRIVATE SCHOOL BUS DRIVERS.			✓	

Please Note

A Detailed List of Acceptable Documents is available at www.tn.gov/safety
 Practice knowledge tests are available on-line at www.tennesseeanytime.org/dlpractice/



The checklist and overview will provide you with a handy reference guide to the various documents and forms needed for obtaining a Tennessee issued driver license or identification document. Please be sure to review the entire chapter to become familiar with the requirements and items acceptable by the examiner. Tennessee has intensive identification requirements for all applicants including new and returning residents as well as Tennesseans needing to renew an existing license, certificate or identification.

If you have moved from out of state, your valid driver license from your former state can be used to prove your identity. The out-of-state driver license cannot be used to prove U.S. Citizenship or Lawful Permanent Resident status. Because identification and citizenship documentation requirements are very specific, it is very important that you read through these requirements carefully to avoid unnecessary trips to a Driver Service Center.

WHAT DO YOU NEED TO BRING?

To protect your identity and to reduce the potential for fraud, we must determine that you are “who you say you are.” This is why you must bring proof of your full legal name and date of birth. The proof must be original or certified documents.
NO PHOTOCOPIES WILL BE ACCEPTED.

If your current name is different from the one shown on these documents, you must provide all the necessary information to document changes in your name currently on file and the name(s) you want to have shown. Each supporting piece of information to establish the change must be original or certified legal documents. We cannot accept name changes through the mail.

Proof of U.S. Citizenship, Lawful Permanent Residency

Proof of U.S. Citizenship or Lawful Permanent Residency is required to obtain a Tennessee driver license or Identification Only License. (See Table 2.1.) Documentation that they are either a U.S. Citizen or a Lawful Permanent Resident (LPR) must be provided by the following:

- First-time applicants;
- New and returning Tennessee residents;
- Applicants reinstating a driver license after being revoked, suspended or cancelled (regardless of when the license was issued); or
- Anyone issued a Tennessee driver license or photo identification license since January 1, 2001 who is renewing for the first time.

Table: 2.1

Acceptable documents proving an applicant is a U.S. citizen or a lawful permanent resident include, but are not limited to, the following:

- Certified Birth Certificate issued by a U.S. state, jurisdiction or territory (Puerto Rico, U.S. Virgin Islands, Northern Mariana Islands, American Samoa, Swain’s Island, Guam);
- U.S. Government-issued Certified Birth Certificate;
- U.S. Certificate of Birth Abroad (DS-1350 or FS-545);
- Report of Birth Abroad of a Citizen of the U.S. (FS-240);
- Valid U.S. Passport;
- Certificate of Citizenship (N560 or N561);
- Certificate of Naturalization (N550, N570 or N578);
- U.S. Citizen Identification Card (I-197, I-179);
- I-551 Permanent Resident Alien Card;
- Foreign passport stamped by the U.S. Government indicating that the holder has been “Processed for I-551”;
- Permanent resident Re-entry Permit (I-327);
- Temporary I-551 stamp on Form I-94 Arrival/Departure Record, with photograph of the applicant;
- U.S. Department of Receptions and Placement Program Assurance Form (Refugee) and I-94 stamped refugee;
- Form I-94 Record of Arrival and Departure stamped Asylee; Parolee, refugee, asylum, HP (humanitarian parolee or PIP (public interest parolee).

If an applicant is unable to provide the required proof or only has “temporary” legal presence status he/she will NOT be eligible for a driver license or identification only license. However, the applicant may be eligible for a Temporary Driver License (TDL) or Temporary Identification License (TID) if proof of temporary legal presence status and authorized stay can be provided. One or more of the following documents may provide the necessary proof:

- Conditional Resident Alien Card (I-551)
- Temporary Resident Identification Card (I-688)
- Employment Authorization Card (I-766)
- Valid Foreign Passport with Visa and I-94 Arrival/Departure Record

The above documents usually have an expiration date(s) for legal presence status. These dates are important in issuing TDL licenses.

REMEMBER: To receive a Temporary Driver License or Temporary Identification License in addition to establishing Temporary Legal Presence status, **all** Tennessee’s driver license examinations/requirements for operation of Class XD and/or Class XM vehicle must be met.

Primary Identification Table: 2.2

Acceptable primary identification includes but is not limited to original or certified documents with full name and date of birth, such as the following items:

Document	Notes
<ul style="list-style-type: none"> U.S. photo driver license or photo ID card or license from another country. Photo document must be issued by state or federal agency. 	May also include photo learner permits - Licenses not issued in English, must be translated and accompanied by a Certificate of Accurate Translation —or— a valid International Driving Permit.
<ul style="list-style-type: none"> Certified Birth Certificate 	- Must be certified and have a seal and be issued by an authorized government agency such as the Bureau of Vital Statistics or State Board of Health. - HOSPITAL ISSUED CERTIFICATES AND BAPTISMAL CERTIFICATES ARE-NOT ACCEPTABLE. - Foreign birth certificates, not issued in English, must be translated and accompanied by a Certificate of Accurate Translation.
<ul style="list-style-type: none"> Military Identification 	Active Duty, Retiree or Reservist military ID card Discharge papers Military Dependent ID card
<ul style="list-style-type: none"> Passport (Valid) 	Passports, not issued in English, must be translated and accompanied by a Certificate of Accurate Translation. Passports are not acceptable if expired.
<ul style="list-style-type: none"> U.S. Citizenship and Immigration Services 	<i>Certificate of Naturalization</i> N-550, N-570, N-578 <i>Certificate of Citizenship</i> N-560, N-561, N-645 Northern Mariana Card, American Indian Card U.S. Citizen Identification Card (I-179, I-197) Temporary Resident Identification Card (I-688)
	<i>Travel Documents - Record of Arrival and Departure</i> (I-94) I-551 U.S. Re-entry Permit (I-327) Employment Authorization card (I-688A, I-688-B, I-766) <i>Refugee I-94</i> Record of Arrival and Departure stamped "Refugee", not likely to be in a foreign passport Refugee Travel Document (I-571)
<ul style="list-style-type: none"> Marriage Certificate 	Must include the applicant's full name and date of birth. The certificate must be the copy that is registered AFTER the marriage; NOT just the "license" authorizing the union.
<ul style="list-style-type: none"> Federal Census Record 	Must include the applicant's full name and date of birth (age)
<ul style="list-style-type: none"> Applicant's Own Child's Birth Certificate 	Must include the applicant's full name and date of birth (age)
<ul style="list-style-type: none"> Adoptive Decree 	Must include the applicant's full name and date of birth
<ul style="list-style-type: none"> Legal Change of Name (Divorce, etc.) 	As recorded in court decree with judge's original signature and/or official court seal
<ul style="list-style-type: none"> Any confirmation of date of birth in court of law 	As recorded in court document(s) with judge's original signature and/or official court seal

Any other documentary evidence which confirms to the satisfaction of the Department the true identity and date of birth of the applicant.

Secondary Identification

Document	Notes
<ul style="list-style-type: none"> Computerized Check Stubs 	Must include the applicant's full name pre-printed on the stub.
<ul style="list-style-type: none"> Union Membership Cards 	Must include the applicant's full name
<ul style="list-style-type: none"> Work IDs 	Preferably with photo
<ul style="list-style-type: none"> Financial Institution Documents 	Computer printouts of bank statements, savings account statements, loan documents, etc.
<ul style="list-style-type: none"> Social Security Documents 	SS Card (original only not metal or plastic replicas), printout, benefits statements, etc.
<ul style="list-style-type: none"> Health Insurance card 	TennCare, Medicaid, Medicare, etc.
<ul style="list-style-type: none"> IRS / state tax form 	W2 Forms, Property tax receipts, etc.
<ul style="list-style-type: none"> Military Records 	Assignment orders, selective service cards, Leave & Earnings Statement, etc.

Proof of Identity

The Driver License Examiner will require proof of identity and date of birth from any person of any person applying for a driver license or photo identification license. The Driver license examiner will require the same information for an applicant applying for a temporary driver license or temporary identification license.

The Examiner will ask for two (2) items of proof as follows:

- ORIGINAL applicants must have at least one item from the Primary Identification list. The second item may be from

the Secondary Identification list or another item from the Primary Identification list. (See Table 2.2 above)

- Applicants for DUPLICATES or RENEWAL of an existing Tennessee DL/ID must provide 2 items from either list.
- NEW RESIDENTS must surrender their license from their former state. If a new resident's license from the other state has been lost, the new resident must provide the same two (2) items of proof, as required of an ORIGINAL applicant.
- CHANGE OF NAME: Applicants will need proof (such as an original certified court order, marriage certificate, divorce

Proof of Tennessee Residency Table: 2.3

Documents must show the residence used for the application and the applicant's name (or name of the applicant's parent, guardian or spouse)

Two Documents From the List Below Showing residence address used on application and your name, or name of your parent, guardian or spouse (Proof of relationship will be required)

- Current utility bill including telephone, electric, water, gas, cable, etc. (Must include postmarked envelope bill was mailed in) Initial Deposit Receipt is NOT acceptable.
- Current bank statement (not checks)
- Current rental or mortgage contract fully signed and executed or receipt including deed of sale for property
- Current employer verification of residence address or letter from employer as long as it is on company letterhead with original signature. If employer does not have letterhead then signature must be notarized.
- Current automobile, life or health insurance policy (not wallet cards)
- Current driver license or ID issued by the State of Tennessee to a parent, legal guardian or spouse of applicant (proof of relationship required)
- Current Tennessee motor vehicle registration
- Current Tennessee voter registration
- Current IRS tax reporting W-2 Form
- Receipt for personal property or real estate taxes paid within the last year
- In case of student enrolled in public or private school in this state, student may provide a photo student ID and acceptable documentation that student lives on campus.

REMEMBER — NO PHOTOCOPIES

decree, etc.) of **name** changes when any of the primary or secondary identification documents listed below have a name different than the applicant's current name.

Proof of Any Name Change

You will be required to provide proof of any name changes if the name differs on the documents presented from the application.

For a Marriage, a Marriage License/Certificate is acceptable if it includes the applicant's full name and date of birth. The certificate must be the original or certified copy that is registered AFTER the marriage; NOT just the "license" authorizing the union.

For a Divorce Decree, acceptable proof is the documentation as recorded in the court decree with judge's original signature and/or official court seal.

NOTE: Copy of court document with an original signature/seal that is affixed to copy is acceptable. Copy of court document with copied seal/ signature is not acceptable. All documents are subject to verification with the issuing

agency or source. Documents subject to verification may delay the issuance of your permit, driver license, identification only license, temporary driver license or temporary identification license.

Proof of Tennessee Residency

The Driver License Examiner will require proof of Tennessee residency for the following applicants:

- ORIGINAL applicants for a first time ID, TDL, permit or license of any class.
- NEW RESIDENT applicants for an ID, TDL, permit or license of any class.
- RETURNING RESIDENT applicants for an ID, TDL, permit or license of any class (even when the applicant may have previously held a Tennessee ID or license before moving out of state).

Proof of residency requires applicants to provide two (2) documents from the list shown in the Acceptable Proof of Residency Table 2.3. Documents listed are valid for residency proof as long as the documents contain the following information:

1. The applicant's name - OR -
2. The name of the applicant's spouse, if the applicant has a spouse (proof of relationship will be required if this type of proof is used) - OR -
3. If the applicant is a minor, the name of a parent or legal guardian (proof of relationship will be required if this type of proof is used)
4. The Tennessee residence address used on the application for ID, TDL, permit or license of any class. Most items in List B will NOT have the address but are still acceptable.
5. Documents must be originals; **no photocopies or facsimile (FAX) copies can be accepted.**

NOTE: Proof of relationship can be established with a certified marriage certificate or a birth certificate (the long-form).

Proof of Social Security Numbers

Tennessee law requires the Social Security number for all applications where the U.S. Government has issued the applicant a Social Security number. The department maintains this information on each applicant's record. Your social security number will not be printed on your license.

Tennessee has a computer link with the Social Security Administration. This link will return a message indicating that the number matches (or not). If the Social Security number provided fails to match with the computer records, the Examiner will ask for additional proof of the number from the applicant. If adequate proof is not available to resolve the conflict, the applicant may be required to contact the Social Security Administration for resolution prior to acceptance of their driver license application.

The documents listed below can be used by the Examiner to prove the Social Security number and to prove identity.

- An original Social Security card.

- The Internal Revenue Service W-2 Wage and Tax Statement form.
- An employer's computer generated payroll check (check stub) or an original bank statement with your Social Security Number on it.
- Health insurance card with both name and Social Security number

If You Have Never Been Issued a Social Security Number

Applicants who have never been issued a Social Security number must appear in person and sign a sworn affidavit to that effect. This affidavit is available at any Driver License Service Center and must be signed in the presence of a Driver License Examiner or Notary Public. By signing this affidavit, the applicant attests, under the penalty of perjury, that no Social Security number has ever been issued to him/her by the U.S. Government. This affidavit allows the Department of Safety to process the application without the requirement of the Social Security number. Each subsequent application will require a new affidavit to be signed in person unless a Social Security number can be provided.

LICENSE FEES AT A GLANCE

Tennessee licenses expire every five years on the driver's birthday evenly divisible by five (age 30, 35, 40...55, 60, 65, etc.). To get new license holders on the "Drive for Five" cycle, your first license may be for a shorter or longer period than five years. If so, fees will be pro-rated. Everyone pays the same fees per year for each license. The fees shown on Page 12 (Table 2.4) as "standard fees" are calculated for a 5-year license and include an application fee.

Your actual fees may vary slightly depending upon your age at the time of applying. The actual fee and number of years issued will be determined by the age you are within 6 months of (i.e. 21 + 3 months = 21st birthday issue for 4 years, or 21 + 8 months = 22nd birthday issue for 3 years)

Acceptable Methods of Payment

Accepted methods of payment for a Driver License or Identification License at our Driver Service Centers are Cash, Check, Money Order, MasterCard, Visa and Discover Credit Cards.

Temporary Driver License (TDL) & Temporary Identification License Fees at a Glance

A Temporary Driver License (TDL) or Temporary Identification License (TID) will be issued for the period of authorized stay in the U.S.

The fees for a Temporary Driver License (TDL) and Temporary Identification License (TID) are fixed rates that do not change with the length of time the TDL or TID is issued. The cost for a Temporary Driver License or Temporary Identification License will be \$19.50 regardless of the type of license issued (XD, XPD, etc.) and whether it is issued for one day, one year or the maximum of five years.

Additional fees applied to the TDL cost the same as with a license. For example a minor applying for a GDL Temporary Driver License will pay the additional \$5.00 GDL fee at the applicable levels for a total of \$24.50.

If getting a TDL for a motorcycle the additional \$1.00 motorcycle fee will apply for a total of \$20.50 for XM. Also if the applicant is getting a TDL for two types there is a charge for each type plus any applicable additional fees (for example \$38.00 for a Class-Type XDM).

Other Applicants

New Residents-Returning Residents

New residents or those returning to Tennessee and holding a driver license from another state, must obtain a Tennessee driver license no later than thirty (30) days after establishing residency. New residents holding a valid learner's permit from another state must meet separate requirements to obtain a Tennessee learner permit or driver license.

- All new or returning residents must take a Tennessee vision screening at the Driver Service Center. There are additional requirements for commercial driver license holders. Only foreign country licenses/IDs may be retained.
- New or returning residents whose out of state license has been expired for more than six months must take the Tennessee knowledge exam, road skills test, and vision screening.
- New residents from other countries are required to take the following tests: vision screening, knowledge exam, and road skills test. They will be allowed to keep the license issued by that country.

At time of application, new or returning residents must present:

- Your current license (or certified copy of driving record and another acceptable ID)
- Proof of U.S. Citizenship, Lawful Permanent Resident Status or Proof of authorized stay in the United States
- Primary Proof of Identity
- Secondary Proof of Identity
- Proof of any Name Changes if the name differs from the documents presented
- Two Proofs of Tennessee Residency with your name and resident address - NO P.O. BOXES (Documents must be current and dated within last 4 months.)
- A Social Security Number or sworn affidavit if no Social Security number has ever been issued.

PLEASE NOTE: All documents are subject to further verification with the issuing agency or source. Documents subject to verification may delay the issuance of your permit, driver license or identification only license.

Items must be original documents. No photocopies will be accepted!

License Fees Table: 2.4

License Class (standard 5-year cycle)	License Fees	Minimum Age	Temporary Driver License & Identification License Type*	Temporary License Fees
D - Operator	\$19.50	16	XD - Class D Vehicle	\$19.50
D w/For Hire	\$22.00	18	XD w/For Hire	\$22.00
Adding For Hire	\$4.50	18	Adding For Hire	\$22.00
PD - Learner Permit (over age 18)	\$5.50 (1 yr)	18	XPD - Class D Permit (over age 18)	\$19.50
PD - Learner Permit (under age 18)	\$10.50 (1yr)	15	XPD - Class D Permit (under age 18)	\$24.50
H - Hardship	\$9.00	14	XH - Hardship	\$19.50
ID Only	\$5.00	Under 18	XID	\$19.50
ID Only	9.50	Over 18	XID	\$19.50
M-Motorcycle	\$20.50	15	XM - Class M Vehicle	\$20.50
DM - Operator & Motorcycle	\$38.00	16	XDM - Class D & M Vehicles	\$38.00
Class A	\$46.00	21	NA	NA
Class B or C	\$41.00	21	NA	NA
1st Duplicate - D or M	\$8.00	—	1st Duplicate - XD or XM	\$19.50
2nd or subsequent Duplicate - D or M	\$12.00	—	2nd or subsequent Duplicate - XD or XM	\$19.50
1st Duplicate - CDL	\$12.00	—	NA	NA
2nd or subsequent Duplicate CDL	\$16.00	—	NA	NA
Intermediate Restricted - D	\$24.50	16	Intermediate Restricted - XD	\$24.50
Intermediate Unrestricted - D	\$2.00	17	Intermediate Unrestricted - XD	\$19.50
“Graduating” to Class D	\$8.00	18	Graduating to Class XD	\$19.50

MILITARY PERSONNEL

If a person holds a valid Tennessee license and is in the United States Armed Forces, that license shall remain valid regardless of the displayed expiration date as long as: the person remains on active duty; and is based outside the State of Tennessee, and the license is not surrendered, canceled or suspended. Members of the National Guard and family members of military personnel are not eligible for this provision.

While on active duty and stationed outside of Tennessee, military personnel may have a “Code 30” placed on the license to indicate that the license does not expire. To add this code, bring a copy of your military orders to the driver license service center and pay the appropriate fees.

To add this code, military personnel must provide proper identification and required military documents to the Driver Service Center and pay the appropriate fees or submit by mail. Renewals and duplicates can also be handled through the mail with the proper documents and fees.

Once the person has been discharged or separated from such services or has been reassigned to a duty station within the state, he or she must renew his/her license within sixty (60) days following the date of separation on the DD214 form or reassignment to Tennessee.

NOTE: Assignment to Fort Campbell Army Base is considered reassignment back to Tennessee. Fort Campbell Army Base is located in both the states of Tennessee and Kentucky.

FREQUENTLY ASKED QUESTIONS

Q: How Do I Replace a Lost License?

If your driver license, learner permit or identification license is ever lost, stolen or destroyed, you may obtain a duplicate by applying at any driver license service center, or you can visit our website at tn.gov/safety to see if you are eligible to apply for a duplicate online. Temporary Driver Licenses and Temporary Identification Licenses cannot be replaced online.

If you must apply in person, you will need to present proper identification. You will have a new photo taken and pay the appropriate fee. The fee may vary depending upon the number of duplicates applied for during the current renewal cycle of your license.

Q: How Do I Renew My License?

Your Class D license is normally valid for 5 years and expires on your birthdate. Permits normally expire one year from date of issuance.

Tennessee law requires anyone issued a Tennessee driver license or photo identification license after January 1, 2001 to provide documentation that you are a United States Citizen or a lawful permanent resident at the time of your first renewal. In these instances, you may not renew by mail or by the internet and you will be required to visit a Driver Service Center to renew your license.

The department mails every driver a courtesy renewal notice eight to ten weeks before his/her license expires. **Read your renewal notice carefully.** The notice explains several ways to renew a driver license.

- If you have a current valid photo license, you may be eligible to renew by mail, or online through our website (www.tn.gov).
- If you renewed by mail or internet on your last renewal, or have certain types of licenses, your renewal notice will direct you to go to your nearest Driver Service Center to have a new photograph made.
- If your license is a temporary driver license, temporary identification license or commercial driver license, your renewal notice will direct you to go to your nearest Driver Service Center to have a new photograph made.
- If you are 60 years old or older and choose to have a non-photo license, you may obtain this by mail or internet. You will be sent a new non-photo license to replace your old license. Please note: if you travel, you may wish to consider obtaining a photo license to assist with the necessary credentialing to board a commercial aircraft, passenger rail service such as Amtrak and cruise ships. This will require you to go to your nearest Driver License Service Center to have a new photograph made.

Don't Let Your License Expire.

No matter how you renew, the important thing is to renew your license before it expires. If your license has expired more than thirty (30) calendar days, there will be a five-dollar (\$5.00) late fee. After six (6) months, the late fee doubles to \$10.00. If you let five (5) years go by without renewing, not only will you have to pay the \$10.00 late fee, you will also have to pass the vision screening, knowledge, and skills test.

These are no “grace periods.” When your license expires, you are no longer entitled to drive a vehicle or motorcycle and will be subject to the same penalties as someone who has never been licensed. It is your responsibility to maintain the validity of your license.

If you do not receive a renewal notice, you may simply take your current license to any driver license service center. The renewal notice itself is not necessary for you to be able to renew your license.

Q: How Do I Change My Address?

It is important to notify the Department of Safety if your address changes. If your residence address changes (even though you may not have moved) you are required by state law to notify the Department of Safety within **ten (10) days** of this change. This includes when you move as well as address changes made by the United States Postal Service or your local 9-1-1 Emergency Communications District when you have not physically relocated. Notifying the post office of an address change will not provide the information to us. By failing to notify us, you could miss the renewal date of your license, or other important correspondence from the Department of Safety.

The law does not require the address to be changed on your actual license, just on our files. The easiest way to update your record is go online to: tennesseeanyttime.org/chgdl/

You may also notify the Department of your change of address by writing to us and giving us your name (as it appears on your license), driver license number, date-of-birth, and Social Security number. If you wish to write to us, please mail to:

TN DEPT OF SAFETY
DRIVER LICENSE RECORDS
PO BOX 945
NASHVILLE TN 37202

You can also pick up a change-of-address form at any driver license service center or online at tn.gov/safety/

If you want a new license issued that reflects your new address, you may go to a driver license service center, pay the appropriate fees, and have a new license issued or you may visit our website at tn.gov/safety/ to see if you are eligible to apply for a duplicate with the new address online.

When giving us your new address, remember that by law, your license must show your legal residential address: a house, and/or apartment number and the street or a route and box number.

The city along with the correct zip code is also required. A post office box alone will not be accepted as a residential address.

Q: Can Personal Information From My Record be released?

The Federal Driver Privacy Protection Act (DPPA) prohibits the dissemination or disclosure of personal information from a motor vehicle record without the “express consent” of that driver. This means that the personal information contained in your driver license record is protected. Without your express consent, we will not release your personal information to people wanting a mailing list or individuals who ask for your record for an unspecified purpose. If you want us to release your information, visit the local Driver License Service Center to file your request or visit our website at: tn.gov/safety/.

Q: For persons 18 years old and over OR if under 18 years old who have graduated high school or received their GED, must they participate in the Graduated Driver License (GDL) Program?

No. The GDL law does not apply to anyone age 18 or older or to those persons under 18 who have graduated high school or received a GED.