
Washington Drivers License Guide



Bonus

Features

Congratulations on your 60 day membership to our Roadside Assistance.

When out on the road, you will know that you are covered and protected by an organization that cares about the safety of you and your family. Our customer service representatives respond quickly to provide you the best service and protection available anywhere.



24-Hour Emergency Roadside Assistance Benefits

Customers are covered for emergency road service throughout the U.S. and Canada.



24-Hour Towing Service

Customers are entitled to emergency towing service at no out-of-pocket cost for any tow up to 75 dollars. One service per seven days, two services per contract. Extended distance will be an additional expense covered by the customer.



24-Hour Mechanical First Aid

Customers are entitled to any service requiring minor adjustments (exclusive of parts) to enable a disabled vehicle to proceed under its own power, where available.



24-Hour Tire Change Service

Customers may have their tire changed with their inflated and functional spare tire.



24-Hour Emergency Delivery

A service truck will deliver emergency supplies of gasoline, water, oil or other necessary supplies. Customers pay only for the cost of the supplies.



24-Hour Emergency Battery Service

Customers are covered for battery boosts and minor adjustments to alternators, starters, etc. while on the road.



24-Hour Lost Key Service

If keys are locked inside a customer's vehicle, the customer will be assisted in gaining entry to the vehicle's passenger compartment only. Locksmith services may be dispatched as needed at the customer's expense for labor and key making.



Rental Car Discounts

Customers are entitled to take advantage of our rental car discount codes and pre-negotiated group rates, which are honored at thousands of locations throughout the U.S. and abroad.



Map Routing Service

We will, at no charge, provide customers with a four-color mapping and travel route information to destinations they specify.

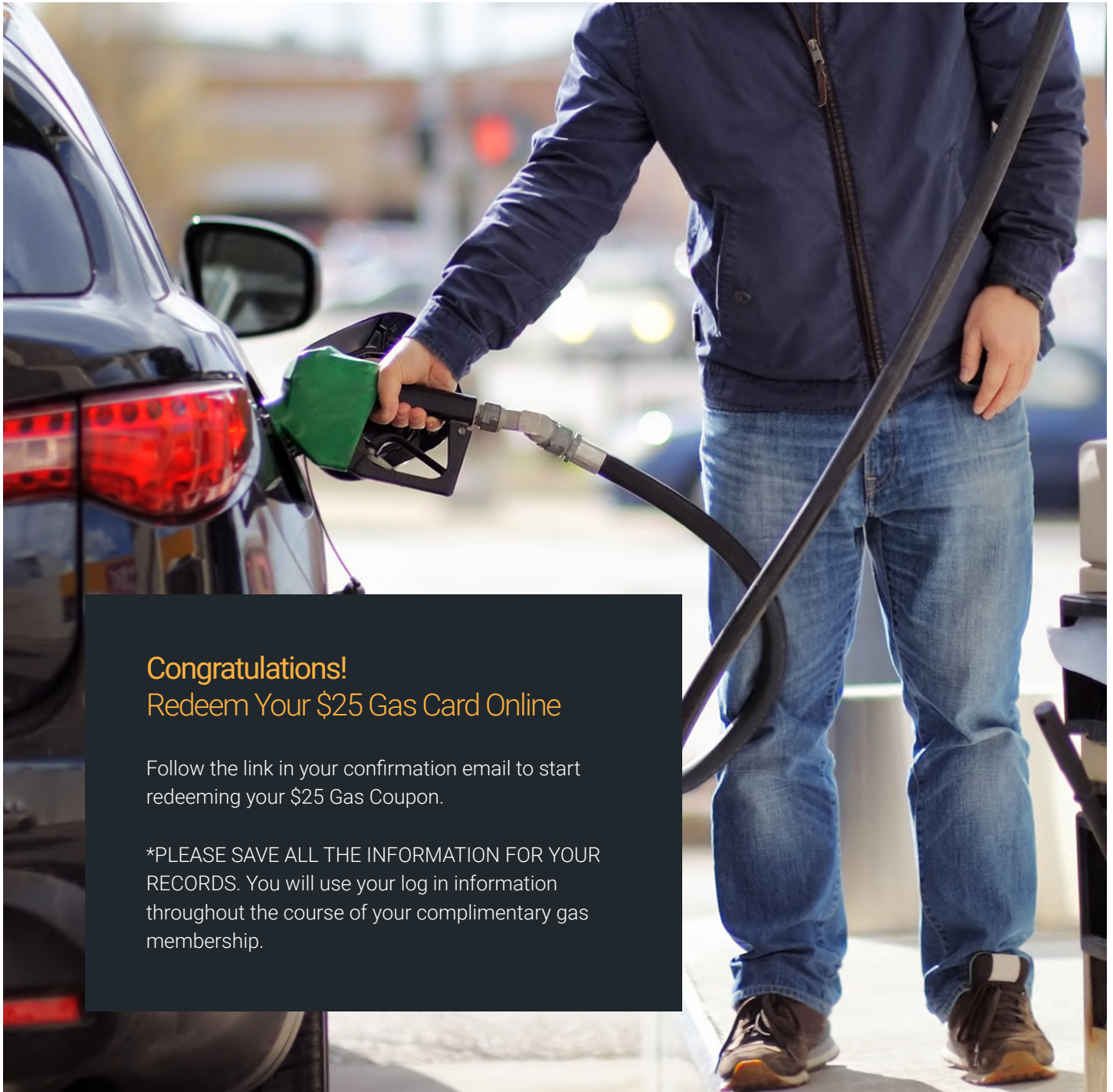


Theft And Hit & Run Protection

A \$500 reward is offered for information leading to the arrest and conviction of anyone responsible for Hit & Run damages or stealing customers' vehicles. Whenever you travel, you will like the secure and confident feeling of knowing that you are protected by NSD's Roadside Assistance. Fast response and excellent service are just two reasons why millions of motorists rely on NSD's Roadside Assistance for on-the-road protection.

Keeping You Safe Mile After Mile

Once your purchase is processed, you will receive an email with the information you need to start your 60-day Roadside Assistance membership.



Congratulations! Redeem Your \$25 Gas Card Online

Follow the link in your confirmation email to start redeeming your \$25 Gas Coupon.

*PLEASE SAVE ALL THE INFORMATION FOR YOUR RECORDS. You will use your log in information throughout the course of your complimentary gas membership.

Tablet of Contents

Starting the Journey	6
Getting Your First Washington License	13
Renewing Your License	16
Updating Your License Information	19
Replacing Your License	22
Reinstating Your License	24
Getting a Washington ID card	26
Vehicle Safety Tips	31
Official Forms	34
DOL Hours and Locations	35

Starting the Journey



Beginning the driving journey in Washington is an exciting experience. Before you can hit the road, you must complete the necessary steps to become a safe and responsible driver.

Our purpose through this guide is to make sure you get through it with as little stress or complications as possible. We are here to help you know exactly what you need. This guide will provide you with all the information you need to start this journey for a learner's permit, driver's license and state ID card. Continue with the sections below to start your journey.

Teen Drivers

If you are a teen, you are probably contemplating a driver's license as your next step to adulthood and independence.

The Washington State Department of Licensing (DOL) offers licenses for teens younger than 18 years of age. These driving credentials place restrictions for your safety and the safety of other drivers. Washington has a special process to improve teen driving laws, with the aim of reducing traffic crashes and fatalities involving young drivers. If you are 15 to 17 years of age, you will need to complete a three-step process, beginning with an instruction permit and ending with a standard driver's license. As a teen driver and as a new driver, it is important that you carefully read each step and fully understand how everything operates. This will avoid you any complications and prepare you to take on your responsibilities on the road.

Instruction Permit

With this permit, you will be able to practice driving while supervised by a licensed driver. It is your first step to obtain your independent driving privilege and you must hold it for six months before continuing with the process. To apply, you must be at least 15 years of age. If you are between the ages of 15 and 15-and-a-half, you must:

- ✓ Sign up with a [training school for drivers](#).
 - When you sign up for this course, the school will submit a waiver to the DOL that allows you to get the instruction permit.
- ✓ Make sure to obtain the driving permit no later than 10 days before your driver training class begins.

If you are 15-and-a-half years of age and older, you may have a slightly different set of rules to follow. If you are **not** enrolled in a driving class, you must pass a DOL knowledge exam before obtaining a permit. If you do not take and pass the driving course, you must use your instruction permit until you are 18 years of age. When you turn 18, you may get your standard driving license. However, if you do sign up for a driving exam, you can follow the same steps for an instruction course.

Teens applying for an instruction permit must complete the following steps:

- ✓ Applicants can use the [License eXpress portal](#) to pre-apply for the permit and save time at the office.
 - Teens with a state ID card do not need to complete this process.
- ✓ Applicants must sign up for a [driver training course](#) and provide the ID number or the pre-application confirmation number during this process.
 - Applicants who are 15-and-a-half years of age or older can take a knowledge test instead of a training course, but they cannot get a license before the age of 18.
- ✓ Teen applicants must go to a [DOL location](#) to complete the application.
 - Teens taking a driving class must visit the location no more than 10 days before the start of the course.

A parent must accompany applicants younger than 18 years of age. Parents need to provide proof of identity and proof of relationship to the teen. [Proof of identity](#) can include a Washington driver's license, while proof of relationship can include a birth certificate, adoption records or transcript from a school with the parent's name.

If a parent cannot come to the office with the teenage applicant, the teen may bring in a notarized [Parental Authorization Affidavit](#). When visiting the DOL office without a parent, teens must also bring acceptable [proof of identity](#), such as a Washington ID card, U.S. passport or a certified birth certificate, among other accepted documents.

Instruction license applicants 18 years of age or older with a Social Security Number (SSN) must sign up for a driver course or take a knowledge test. Those without a SSN

must bring [proof of Washington residence](#) and complete a residency interview.

Applicants of all ages must also:

- ✓ Take and pass a vision exam.
- ✓ Take a picture for the credentials.
- ✓ Provide payment for the instruction permit fee.



An instruction permit cost \$25, and the permit is valid for one year. Before bringing payment, you should verify with your DOL office what methods of payment are accepted at the location. Most DOL offices in the state accept major debit and credit cards, although there is an additional fee for card transactions. Currently, only these DOL offices accept cash or checks:

- ✓ Coulee Dam
- ✓ Davenport
- ✓ Friday Harbor
- ✓ Forks
- ✓ Goldendale
- ✓ Newport
- ✓ Republic
- ✓ South Bend.

Restrictions

The instruction permit has certain driving restrictions that teens must obey while holding this type of credential. Instruction permit restrictions are as follows:



Permit holders cannot use a cellphone when driving, except in emergencies.



All permit holders must have a supervising driver in the car, even if the holder is 18 years of age or older.

- The supervising driver must have a current license and five years of driving experience. There are no age restrictions on **additional** passengers.
- This driver must also sit in the front passenger seat.
- Seat belts are required for all passengers and the driver.



Permit holders must make sure the permit is valid if they are driving out of the state.



The permit will expire after one year, and permit holders may renew up to two times, if permitted by a supervisor of a DOL.

Teens who wish to practice driving must get a Washington instructor's permit before getting behind the wheel.

Intermediate License

With an intermediate license, you will have more freedom as well as responsibility to drive while you prepare for the full privilege license. You must hold this license until you turn 18 years of age before it automatically becomes a regular driver license. To get an intermediate license, you must:



Be at least 16 years of age.



Have held the instruction permit for six months.



Be a resident of the state



Successfully pass a [driver training course](#).

- The course must be approved by the DOL or meet Washington minimum requirements, if the course was completed in a different state.



Have a record clean of alcohol-related convictions while holding the permit and clean of traffic convictions in the last six months before applying for the intermediate license.

In addition to completing a driving course, you must also complete a minimum amount of supervised driving time. To get this type of license, you must do a total of 50 hours of driving, 40 during the day and 10 at night. Your supervising driver must have at least five years of driving experience. You may record your driving hours in this [log](#) from the DOL, which also includes safe driving tips. The [Washington Parent Guide to Teen Driving](#) can provide handy tips to your supervising driver to help you become a safe and confident motorist. You must also take and pass the driving skills exam at an approved [training and testing location](#). You can apply for your intermediate license online and in person by following the steps below.

Apply Online

You may apply for an intermediate license online [here](#) if you currently hold an instruction permit with a photograph. When completing this online application, your parent or guardian must provide permission. You must pay the \$89 fee for the license, and the license is good for six years. When you complete the transaction online, you must print your receipt as a temporary license. This temporary license cannot serve as a valid form of identification, as it does not include your photograph. The Washington DOL will mail you the new license to address on file.

Apply In Person

You may choose to apply for your intermediate license in

person at a [DOL office](#). You cannot make an appointment at the DOL office, so you must walk in to the location and wait to complete your transaction. The DOL has tips for visiting offices [here](#). To complete this transaction in person, you must bring:



Proof that you have passed a traffic safety class.

- The school will either send an electronic certificate to the DOL or provide you with a signed certificate.



A parent or guardian.

If your parent cannot come to the office, you may bring in a notarized [Parental Authorization Affidavit](#).



[Proof of identity](#).

- This can include a Washington ID card, U.S. passport or a certified birth certificate.



Your Social Security Number.

- If you do not have one, you can sign a declaration at the office.



An accepted method of payment.

You must also pass a vision exam and take a new photo for your license. You will receive a temporary license at the DOL office, and you should receive your permanent credentials in the mail approximately 10 days later.

An intermediate license costs \$89, and the license is valid for six years. Before bringing payment, you should verify with your DOL office what methods of payment are accepted at the location. Most DOL offices in the state accept major debit and credit cards, although there is an

additional fee for card transactions. Only certain offices accept checks or cash.

Restrictions

During the first six months, you may not carry passengers under 20 years of age unless they are immediate family members. For the six months after that, you cannot have more than three passengers in your car younger than 20 years of age, unless they are immediate members of your family. For a year after obtaining your intermediate license, you are not allowed to drive between the hours of 1 a.m. and 5 a.m. unless you are driving with someone 25 years of age or older who holds a valid driving license. [Washington state statutes](#) do allow teens with this license to drive during these hours if they are doing so for farming or agricultural reasons. Click [here](#) for more information on Washington agricultural permits. Cellphone use, even the use of a cellphone with a hands-free device, is only permitted for emergencies.



Full License

If you have a clean record, your license will automatically turn into a full driver license once you turn 18. You will not be restricted to drive during certain times or with a limited amount of passengers. If you are 18 years of age or older and never held an intermediate license, go to the Getting your First Washington License section.

Driving Education

Once you turn 15 years of age, you may enroll in a driver training program. To participate in these programs, you must have an instruction permit. To meet the requirements of the Washington DOL, the school must provide:

- ✓ At least 30 hours of in-class training.
 - Each class cannot be more than two hours long per day.
- ✓ At least six hours of practice driving.
 - The driving practice cannot exceed more than one hour per day.
- ✓ At least one hour of behind-the-wheel observation.

Online classes or classes taught by parents do not count towards this driver training program requirement. However, you should complete 50 hours of driving practice with your parent or guardian, per the requirements of an intermediate license. Find additional information about driving education and tips on how to choose a good driving course [here](#) on the DOL website.

All Drivers

Remember that the roads are not always safe, so it is in your best interest to prepare for whatever you may encounter before you begin driving. When you become a driver, you not only take on the responsibility for your safety, but also



for the safety your passengers vehicles around you and pedestrians. If you are already 18 years of age and held an intermediate license, you may hold a learner’s permit before applying for the full license, in case you want to practice to enhance your driving skills. What is necessary, regardless of your age, is to take and pass a vision, knowledge and driving tests, before applying for a full license.

Vision & Medical Test

The vision test consist of an eye screening of your vision acuity determine if they meet the standards for safe driving. The standard minimum acuity is 20/40. If you fail the test, you may have a restriction on your license for corrective lenses or you may be required to have an eye care specialist submit a [Visual Examination Report](#). The DOL will determine if a medical screening is necessary—the DOL may ask that you go to a doctor or medical specialist for an examination and fill out a [Physical Examination Report](#).





Knowledge Test

You must also take and pass a written knowledge test on which you will proof your understanding of the traffic signs and signals, the laws related to driving and the safe driving practices. The test consists of 40 multiple-choice questions and you must correctly answer 32 questions (80 percent) to pass. You can review the [Washington Driver Guide](#) to help prepare for the knowledge exam. If you do not have a WA permit or intermediate license, you must first create a record by pre-applying online or visiting a DOL office before taking the test. All the tests are administered at the [driver training and testing locations](#). You can use the [practice test](#) to get an idea of what the questions will look like. Fees for the knowledge test will vary by location.

Driving Test

Once you pass the other two tests, you need to take and pass a driving exam before getting your driver license. All drivers are required to take it, regardless of their age. This test will evaluate your driving skills and your ability to control a vehicle by asking you to perform some driving tasks and maneuvers. You can take this test with the DOL or with a participating driver training location. To make an appointment, contact the testing provider of your choice. The day of the appointment,

you must bring a car with proof of auto insurance. The test examiner will make sure the vehicle is safe and does not have improperly functions parts by checking:

-  Brakes and brake lights
-  Turn signals
-  Seat belts
-  Windshield wipers

The examiner may ask to check other items on the car, like mirrors and passenger doors. When taking the driving skills test, the testing agent will ask you to use hand and car signals, check your mirrors and windows for pedestrians and traffic. The examiner will also ask you back the car up, make proper stops and more. Click [here](#) for practice tests and sample tasks for your driving test.

Fees

You must pay the permit/license fee plus the photo and testing fees.




Instruction permit	\$25
Renew instruction permit	\$25
Intermediate license	\$89
Enhanced intermediate license	\$113
Upgrade to EDL	\$4-\$24 (\$4 per each year remaining on your license)

Getting Your First Washington License


As soon as you turn 18 years of age, you become eligible to hold a full driver license as long as you comply with the requirements. If you are new Washington resident, you will also find all the information that you need to get your Washington license in a special section just for you. Continue reading the sections below to learn how to get a new driver's license with the DOL.





Current Washington Residents

If you are 18 years of age or older and want to learn how to obtain a WA driver license, you have come to the right place. The DOL offers a few methods for getting your first driving license, depending on your preferences. You can:

-  Choose to take a driving class and obtain a permit before taking the driving test.
-  Take the knowledge test and obtain an instructional permit to practice with an already license driver with five or more years of experience.
 - You can then take the driving test to obtain a standard license.
-  Take the driving skills and written exams and obtain a license after receiving a passing score.

To obtain a driving license, you must complete the steps below, if applicable. You must:

-  Apply for an instruction permit, if you choose to sign up for driving classes or if you want to practice driving before getting a license.

-  Pre-apply online, if available to you.
 - If you have an instruction permit, you do not need to do this step.
-  Complete the written knowledge exam at an approved [location](#).
 - Do not do this step if you have already passed the exam or if you are in a driving training program.
-  Visit a [DOL license office](#) to complete an application.
 - You must provide proof of identity, proof of Washington residency and your SSN.
 - You must take the vision screening.
 - You must bring an accepted method of payment.
 - This step is not necessary if you currently hold an instruction permit.
-  Complete a driving skills exam at an approved [testing location](#).

Once you complete all the steps above, you can choose to apply for your driver's license in person or online.





Apply Online

You may apply for a license online [here](#) if you currently hold an instruction permit with a photograph. You may **not**

apply online if your current driving credentials are invalid or if you have any traffic violations. You must pay the \$89 fee for the license, and the license is good for six years. When you complete the transaction online, you must print your receipt as a temporary license. This temporary license cannot serve as a valid form of identification, as it does not include your photograph. The Washington DOL will mail you the new license to address on file.

Apply In Person

You may also apply for a license in person at a [DOL office](#). You cannot make an appointment at the DOL office, so you must walk in to the location and wait to complete your transaction. The DOL has tips for visiting offices [here](#). To complete this transaction in person, you must bring:

-  Proof that you have passed a traffic safety class, if necessary.
-  [Proof of identity](#).
 - This can include a Washington ID card, U.S. passport or a certified birth certificate.
-  Your Social Security Number.
 - If you do not have one, you can sign a declaration at the office.
-  An accepted method of payment.

You must also pass a vision exam and take a new photo for your license. You will receive a temporary license at the DOL office, and you should receive your permanent credentials in the mail approximately 10 days later.



A standard license costs \$89, and the license is valid for six years. Before bringing payment, you should verify with your DOL office what methods of payment are accepted at the

location. Most DOL offices in the state accept major debit and credit cards, although there is an additional fee for card transactions. Only certain offices accept checks or cash.

New Washington Residents

If you already hold an out-of-state license and just moved to Washington, you will have to obtain a WA license. It is very important to make sure that you obtain a valid driver's license if you want to drive within the state. Applying is very easy if you follow some simple steps. You must get your Washington license within 30 days of establishing residency in the state.

If you hold a current out-of-state license, you must complete the following steps:

-  Check to see if you are eligible for the pre-application process online [here](#). This will save time when you visit the DOL location.
-  Go to a [DOL location](#) and bring [proof of identity](#), your out-of-state driving credentials and an accepted method of payment for licensing fees. You must also provide your SSN.





Complete the vision screening.



Complete and pass any necessary tests.

You need to complete both the driving skills test and the written knowledge test if your out-of-state license is expired. If you are from another U.S. state, a U.S. territory, British Columbia, Germany, Japan, Taiwan or South Korea, you do not have to take the exams if you are older than 18 years of age. If you are only temporarily living in Washington from another country, you can use your out-of-state driving credentials for no longer than one year.

If you are younger than 18 years of age and wish to transfer your driving credentials, you must:



Show proof of completion for a driving course approved by the Washington DOL.

- Online schools and parent-taught courses do not count.
- The out-of-state course must meet DOL standards.



Have an instruction permit for at least six months.

- This can include a permit you received from your previous state or country of residence.

When you transfer your out-of-state driving credentials, a DOL representative will punch a hole in the card and give it back to you. The DOL will issue a temporary license that is valid for 45 days while you wait for your permanent credentials to arrive by mail. You should keep your out-of-state credentials as a form of identification. However, you may wish to carry some other form of identification if that is not accepted by some businesses

or agencies. The DOL will mail your new credentials out within seven to 10 business days.

A standard license costs \$89, and the license is valid for six years. A learner's permit is \$25 and it is good for one year. Before bringing payment, you should verify with your DOL office what methods of payment are accepted at the location. Most DOL offices in the state accept major debit and credit cards, although there is an additional fee for card transactions. Only certain offices accept checks or cash.

Enhanced Driving License (EDL)

An enhanced driver license or ID card is an alternative to your passport when you reenter the U.S by land or sea. To request, renew, replace, update or reinstate one, follow the same procedures of regular licenses but comply with the [EDL/EID identification requirements](#) and visit the [EDL/EID offices](#) instead. You must also complete an interview. The Washington DOL offers an enhanced driver's license, intermediate driver's license and an ID card.

Fees

A new Enhanced Driver License (EDL) costs \$113 and is valid for six years. If you upgrade your current driver's license to an EDL, you must pay \$4 per year left on your regular license.



Renewing Your License



Driver's license renewal is an important part of maintaining license credentials. Driving with an expired license can result in financial penalties if you are stopped by law enforcement. Before you renew your license, it is important that you thoroughly comprehend the process so that you can avoid any issues.

How to Renew

Washington driver's licenses expire every six years, typically on your birthday. You may renew up to one year before the date of expiration, or 60 days after the expiration date. As of August 11, 2014, the driver's license renewal period transitioned from

five-year to six-year renewal period. Learn more about this transition [here](#). In Washington, you may renew your license through License eXpress or the other online services if you are 24 to 70 years of age. If not, you may renew in person at a DOL office. The DOL will typically mail out a renewal notice six weeks before the expiration date.




Online

If you have a [License eXpress](#) account, you can log in and follow the instruction on the application. If you do not have a license eXpress account, you can still renew online [here](#). If you are unable to renew online, the application will let you know and you can complete the in-person renewal process.

If you want a license with a new photo, you must renew in person.

In Person

You must visit a [DOL office](#) in person to renew if:

-  You are younger than 24 years of age or older than 70 years of age.
-  You need a new license picture.
-  You must complete a vision exam.

When you complete the renewal transaction in person, you must bring [proof of identity](#), typically in the form of your current driver's license. You must also bring an accepted form of payment for the renewal fee.

Fees

The renewal fee for a standard driver's license is \$54. If you do not renew your license 60 days after the expiration date, you must also pay an additional \$10 late fee. Before bringing payment, you should verify with your DOL office



what methods of payment are accepted at the location. Most DOL offices in the state accept major debit and credit cards, although there is an additional fee for card transactions. Only certain offices accept checks or cash.

Out-Of-State Renewal

If you are out of the state when your driver's license is due for renewal, you may be able to renew your credentials by mail. You may not renew by mail while out-of-state if you do not have a valid license, or if you have any fees on your DOL account. To renew by mail you must complete and submit a [Driver License Renewal/Replacement Request While Out-of-State](#) form and send a check or money order for the \$54 renewal fee to:

**Department of Licensing
646 Okoma Drive Suite E
Omak, WA 98841**

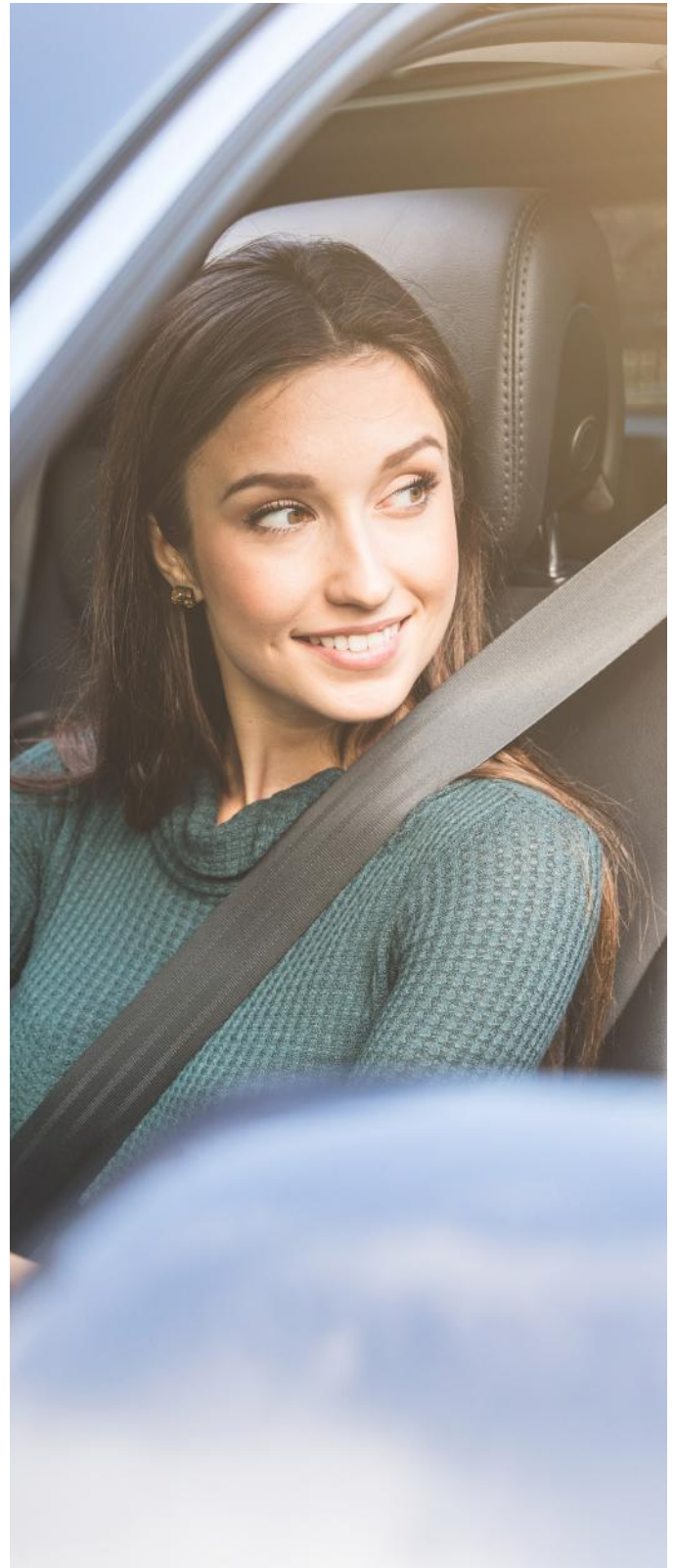
You can make the check or money order out to the Department of Licensing. This renewal by mail is only valid for driving, so you must provide another form of identification when necessary. You must have a valid Social Security Number to complete this transaction by mail. The renewed license will be valid for six years.

The DOL also offers a 12-month extension on your license if you are out-of-state during your renewal period. Like the renewal by mail, you cannot currently have outstanding charges on your DOL account, and your license cannot be cancelled, surrendered, suspended or revoked. To get the extension, you must fill out the [Driver License Extension Request](#) application and send the form and payment to:

**Driver Records
Department of Licensing
PO Box 3907
Seattle, WA 98124-3907**

You must submit a \$5 check or money order made payable to the Department of Licensing.

Additionally, if you are an active member of the military, or the spouse or dependent of one, you do not need to renew your license while out-of-state. This military exemption only applies if you are a member of the National Guard or the armed forces on active duty or if you are a reservist on active duty for at least 180 days.



Updating Your License Information



If you make any changes to your name, or if you move to a new place of residence, you must be sure to update your records with the Department of Licensing. Additionally, if you need to make any changes to your gender designation, you should make sure to update the information on your driving license. If you are a veteran, you may update your license to reflect a veteran designation, if desired. You should note that making license changes does not change other documents, like your vehicle registration, so you must make sure to complete all necessary steps. Continue reading the section below for an in-depth look at each of these changes.

Changing Your Name

Changing your name is not only the result of a big change in your life, but it will also greatly affect your documents and general information in regards to your identity. If you have officially changed your name then, you must change your name on all

of your identification documents and cards, including your driver license. You must make this change within 10 days of the name change. To update your name on your driving license, you must:



Visit a [DOL office location](#).



Provide acceptable documentation to proof for your name change.

- This can include an [A-List document](#) with your new name, a certified marriage certificate or license, a divorce decree or other court order. For a full list of acceptable name change documentation, click [here](#).



Bring payment for the updated license fee of \$10.

- Check with the DOL office of your choice for accepted methods of payment.

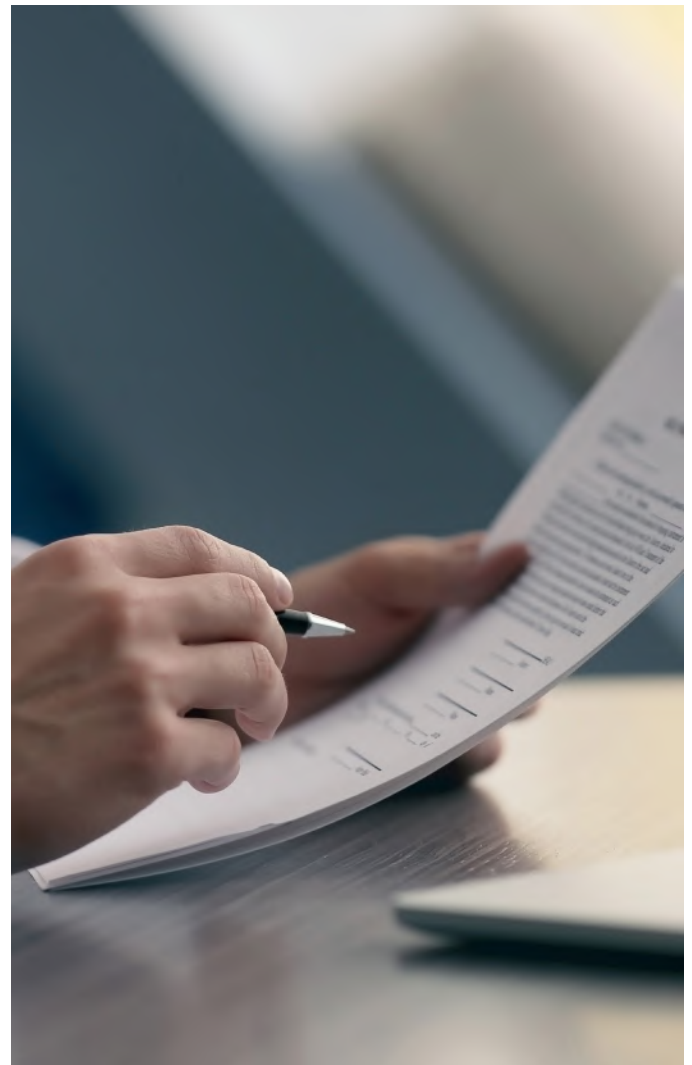
If your license is enhanced, you must also make sure that your new name matches the records in the Social Security Administration (SSA) records. You must visit an [EID/EDL office](#) and present your current EDL to make this change. You must also bring payment and the necessary proof of name change listed above. You cannot make any name changes while you are out-of-state.

Changing Your Address

In the case that you may have recently moved to a new address, it is essential that you notify the WA DOL for them to update the address on your driver license. You must make this change no more than 10 days after moving to a new place of residence. Replacing your license to reflect the address change is not necessary. If you do want to replace the card to provide proof of your new address, you must pay license replacement fees.

Online

When changing your address online, you have two options to make the update. You can use the [License eXpress](#) portal or the [standard online license portal](#). After making any necessary changes, you can order a replacement license, if desired. You can choose to order a replacement in person if you want to update your photograph. When ordering a replacement license, you must pay the necessary replacement fees. If you do not want to replace your credentials, simply wait until your license is due for renewal. If you have an enhanced driver's license, you may click [here](#) to make the address change. Changing your address is free if you do not order replacement credentials.



By Mail

If you want to make an address change by mail, you must fill out a [Washington Driver License/ID Card Change of Address](#) form and mail it to:

**Driver Records
Department of Licensing
PO Box 9030
Olympia WA 98507**

In Person

You may change your address on an EDL in person at an [EDL office](#). You must bring your current EDL and bring [proof of residence](#). You must bring an accepted form of payment for \$10 for any replacement licenses. To see if any local DOL office near you provides in-person address change services for standard licenses, contact a [local office](#).

Changing Your Gender Designation

If you want to change your gender designation, you should make sure to make any changes with the Social Security Administration (SSA), especially for an EDL. You must go to a [DOL location](#) and bring your current driving credentials. You must bring an accepted method of payment for a license update fee of \$10. You must bring proof of your new gender, such as:



A U.S. passport



A U.S. birth certificate



A court order for the gender change



A [Change of Gender Designation Request](#) application

- This form requires a medical professional to complete part of the form.

You may also complete the request by mail if you send in a completed [Change of Gender Designation Request](#) application and a photocopy of your current driving credentials to:

**Programs and Services, Record Response
Department of Licensing
PO Box 9030
Olympia WA 98507-9030**

The DOL will process your mailing request and send a notice for you to order a new card [online](#) or in person. When ordering the card in person, you must bring your current license, the authorization letter from the DOL and an accepted method of payment for the fees.

Changing Your Veteran Designation

If you are a veteran, you may add a veteran designation to your license, if desired. The update is free of charge if the only thing you are changing is the veteran designation. If you want to make any other changes at the same time, you must pay license replacement fees or renewal fees, depending on the transaction you wish to complete. You must bring a [DD Form 214](#) to a [licensing office](#), and the form must indicate a status of honorable or general under honorable conditions.

Fees

Updating address information is free if you do not need a replacement license. Replacement licenses cost \$20 online and \$10 in person. Before bringing payment, you should verify with your DOL office what methods of payment are accepted at the location. Most DOL offices in the state accept major debit and credit cards, although there is an additional fee for card transactions. Only certain offices accept checks or cash.

Replacing Your License



Replacing your license due to theft, loss or damage is necessary to continue driving legally. You may even need or want to replace your license after making important information changes. You can replace your driver license online or in person.

Online Replacement

When ordering a duplicate license online, you can use the [License eXpress](#) portal or the [standard online license portal](#), if you do not have an eXpress username. If you are replacing credentials online, you must meet the following eligibility requirements:



You must be 18 years of age or older to make the duplicate request online.



If you need to make a name change, you cannot replace a license online.



You cannot request a duplicate online if you have requested a license replacement in the previous 12 months.



You must have a clean driving record—you cannot have unpaid fines or any suspension or cancellation on your driving license.

- If you have any bad checks on file, you cannot renew online.



If your license is three months away from the date of expiration, you may not replace the credentials online. Instead, you may renew your license.



You cannot replace a CDL with this method.

If you need to replace your EDL, you must meet the requirements above and have a valid SSN. For either type of license replacement, you will receive the new credentials by mail. The EDL should arrive within 10 days, and the standard license replacement should arrive within two to four weeks.

In Person Replacement

If you are not able to use online replacement methods, you must replace in person. To do so, visit a [DOL office](#), regardless of the type of license you need to replace. You must bring [proof of identity](#), payment for the \$20 replacement fee and a parent or guardian if you are younger than 18 years of age.

Out-Of-State License Replacement

If you are out of the state and need to replace your license, you may be eligible to make a license replacement by mail. You must have a valid license with no unpaid fees listed on your DOL account, and you may only make this request if you will not be back within the state within 30 days. You cannot make a replacement request by mail if you hold an EDL, if the license is cancelled or otherwise revoked or if you do not have a valid SSN on file with the DOL. This replacement will expire on that same day as your lost license. To make this request by mail, you must:



Complete the [Driver License Renewal/Replacement Request While Out-of-State](#) application.



Include a check or money order for the replacement fee of \$20.

- Make the check or money order made payable to the Department of Licensing.

You can send the required documents to:

Department of Licensing
646 Okoma Drive Suite E
Omak, WA 98841

Fees

The license replacement fee is \$20. Before bringing payment, you should verify with your DOL office what methods of payment are accepted at the location. Most DOL offices in the state accept major debit and credit cards, although there is an additional fee for card transactions. Only certain offices accept checks or cash.

Reinstating Your License

The suspension or revocation of your driver license is the consequence of traffic violations or numerous offenses in your record. If your license is suspended, denied or revoked, your driving privilege is removed and you are not authorized to drive. To be able to drive again, you must meet reinstatement requirements, if eligible. A suspension is a temporary removal of your driving privilege while revocation is the termination of it. If your license is suspended, you must wait for the suspension period to expire and then request a reinstatement. If it is revoked, you will have to apply for a new license. If you do not know the status of your license, you may obtain a [driving record](#) or check the status of the license [here](#).

To get your driving privilege back, you must complete a reinstatement process and depending on the type of suspension, you may need to request a hearing. If you receive a [driving under the influence \(DUI\)](#) suspension, you can request a hearing [online](#) or by [mail](#) and submit the necessary \$375 fee. If you are a habitual traffic offender (HTO), you can also request a hearing. An HTO loses license privileges has three or more traffic convictions for incidents like reckless driving, vehicular homicide, operating a vehicle under the influence of drugs or alcohol. An HTO also loses license privileges for convictions of 20 or more moving violations like speeding, racing and more. For other license suspensions, you can fill out a hearing request notice that you received with your license suspensions and send it to the address on the form.

You can also receive a license suspension for other offenses, including failing to pay child support, medical or vision issues, auto insurance cancellation and [more](#). You can learn how to reinstate your license by using the DOL online portal [here](#). The portal will tell you what tasks and payments you must complete to begin the reinstatement process, as the

process differs based on the offense and individual. You can also review this chart [here](#) for an overview of reinstatement requirements. For more information about hearings, offenses and hearing preparation, click [here](#).

Occupational/Restricted Driver License (ORL)

If your license is suspended or revoked, you may be able to apply for an Occupational/Restricted Driver License (ORL). This license allows you to drive to and from:



Work.



School.





Court-ordered community service.



Substance abuse treatment.

- You are only eligible for this if you do not have access to public transportation.



A health provider.



Providing care to a dependent.



Applying for an apprenticeship

To apply, complete a [Restricted Driver License Application](#) and submit it by mail or in person to a [DOL location](#). You must provide one proof of financial responsibility, such as an SR-22 or a certificate of deposit from the State Treasurer's office. You must also provide payment for \$100, and this fee is non-refundable. If you receive approval for the license, the DOL will send the ORL by mail or email on the date of your license suspension. The ORL restricts where and when you can drive, along with what vehicle you can drive. You may not get an ORL for a variety of reasons, including DUI convictions, failure to submit child support payments or an HTO status. You may request a hearing after an ORL denial, if you think you meet the qualifications. The denial notice will include a hearing request form for you to submit to:

Hearings and Interviews
Department of Licensing
PO Box 9031
Olympia, WA 98507-9031

Learn more about ORL restrictions, cancellations and more by clicking [here](#).

Driving Under the Influence (DUI)

In Washington, if you are stopped or arrested because you are operating a vehicle under the influence of alcohol, drugs or both, your license may be suspended or revoked. You will be charged with a DUI if your blood alcohol content (BAC) is .08 or more if you are 21 years of age or older, or .02 or more if you are younger than 21.

If you receive a DUI conviction in court, your license may be suspended for 90 days to four years, depending on prior offenses and the type of suspension. For a DUI arrest, you may receive a license suspension for 90 day to two years. You may be eligible for an [Ignition Interlock Driver License \(IIL\)](#) during your license suspension. To learn more about DUI convictions and arrests in Washington, click [here](#) for the DOL's page.

Fees

Fees for license reinstatement can vary based on offenses and types of suspensions. If you ever have specific questions about reinstatement and other fees surrounding your license suspension, you should refer to any correspondence from the DOL, or [contact the DOL](#) for more questions. See the information below for basic fees you can encounter during the reinstatement process.

Occupational/Restricted Driver License (ORL)	Application Fee: \$100
Ignition Interlock Driver License (IIL)	Application Fee: \$100
DUI Hearing Request Fee	\$375
License Reissuance After Suspension or Revocation	- Non-alcohol related: \$75 - Alcohol-related suspension: \$150

For more information on fees, click [here](#).

Getting a Washington ID Card



If you are not able to obtain a driver's license, or you are not a driver, you should consider getting a Washington ID card instead. Having an ID card is essential for you to prove your identity when you visit the bank, travel or need someone to identify you. In this section, we will guide you through the process on how to obtain, replace, renew and update your ID card so you can be well prepared for all situations. Washington also offers an enhance identification card (EID) in addition to the standard ID.

To get a standard ID card, you must:



Check online to see if you can [pre-apply](#) for the ID.



Visit a [DOL office location](#).

- If you pre-applied, you can finish the application here. Otherwise, you can complete the entire application at the office. Click [here](#) for tips on visiting a DOL office.



Bring [proof of identity](#), such as a U.S. passport.

- If you younger than 18 years of age, you must bring a parent or guardian who must bring proof of identity and proof of relationship.



Provide your SSN if you are 18 years of age or older.

- If you do not have an SSN, you must provide proof of Washington residency.



Take a photograph for your ID card



Provide an accepted method of payment for the ID fee.



Renew Your ID Card

You must renew your ID card every six years. The DOL will issue a renewal letter letting you know if you are able to [renew credentials online](#). If you are able to submit payment and complete the transaction online, you must print out the temporary ID receipt, but this receipt cannot provide proof of identity. You should receive your license seven to 10 days after renewal.

If you cannot renew online, you can renew in person at a [DOL office](#). When renewing through this method, you must

bring your current ID card and an accepted method of payment for the fee.

If you need to renew you EID, you have a variety of options to renew. You can:



Renew through [License eXpress](#) or the standard [online portal](#).

- You must be 24 to 70 years old to renew online through either method.



Renew in person at a [DOL location](#).



Renew by mail, if you receive a renewal notice provides this method.

- Simply follow the instructions in the notice.

Update Your ID Card

You must update your ID card like a driver's license to have a valid form of identification. Read the sections below for more reasons for an ID update, and the methods for doing so.

Changing Your Name

Changing your name is not only the result of a big change in your life, but it will also greatly affect your documents and general information in regards to your identity. If you have officially changed your name then, you must change your name on all of your identification documents and cards, including your driver license. You must make this update within 10 days of the name change. To update your name on your ID card, you must:



Visit a [DOL office location](#).



Provide acceptable documentation to proof for your name change.



Bring payment for the updated license fee of \$10.

- Check with the DOL office of your choice for accepted methods of payment.

If your ID is enhanced, you must also make sure that your new name matches the records in the Social Security Administration (SSA) records. You must visit an [EID/EDL office](#) and present your current EID to make this change. You must also bring payment and the necessary proof of name change listed above. You cannot make any name changes while you are out-of-state.

Changing Your Address

In the case that you may have recently moved to a new address, it is essential that you notify the WA DOL for them to update the address on your ID card. You must make this change no more than 10 days after moving to a new place of residence. Replacing your card to reflect the address change is not necessary. If you do want to replace the card to provide proof of your new address, you must pay ID replacement fees.



Online

When changing your address online, you have two options to make the update. You can use the [License eXpress](#) portal or the [standard online license portal](#). After making any necessary changes, you can order a replacement ID card, if desired. You can choose to order a replacement in person if you want to update your photograph. When ordering a replacement card, you must pay the necessary replacement fees. If you do not want to replace your credentials, simply wait until your card is due for renewal. If you have an enhanced ID, you may click [here](#) to make the address change. Changing your address is free if you do not order replacement credentials.

By Mail

If you want to make an address change by mail, you must fill out a [Washington Driver License/ID Card Change of Address](#) form and mail it to:

Driver Records

Department of Licensing

PO Box 9030

Olympia WA 98507

In Person

You may change your address on an EID in person at a [DOL office](#). You must bring your current EDL and bring [proof of residence](#). You must bring an accepted form of payment for \$10 for any replacement licenses. To see if any local DOL office near you provides in-person address change services for standard ID cards, contact a [local office](#).

Changing Your Gender Designation

If you want to change your gender designation, you should make sure to make any changes with the Social Security Administration (SSA), especially for an EID. You must go to a [DOL location](#) and bring your current identification credentials. You must bring an accepted method of payment for an ID update fee of \$10. You must bring proof of your new gender, such as:



A U.S. passport



A U.S. birth certificate



A court order for the gender change



A [Change of Gender Designation Request](#) application

- This form requires a medical professional to complete part of the form.

You may also complete the request by mail if you send in a completed [Change of Gender Designation Request](#) application and a photocopy of your current credentials to:

Programs and Services, Record Response

Department of Licensing

PO Box 9030

Olympia WA 98507-9030

The DOL will process your mailing request and send a notice for you to order a new card [online](#) or in person. When ordering the card in person, you must bring your current ID card, the authorization letter from the DOL and an accepted method of payment for the fees.

Changing Your Veteran Designation

If you are a veteran, you may add a veteran designation to your ID card, if desired. The update is free of charge if the only thing you are changing is the veteran designation. If you want to make any other changes at the same time, you must pay replacement fees or renewal fees, depending on the transaction you wish to complete. You must bring a [DD Form 214](#) to a [licensing office](#), and the form must indicate a status of honorable or general under honorable conditions.

Replace Your ID Card

If you need to replace your state ID card, you must have a current address on file with the DOL, and the lost ID card must be current. The DOL recommends renewing your ID card if the card will expire in 90 days or less. You may replace the ID card online [here](#). Online replacement is only possible if you have not requested a license replacement in the previous 12 months. Once you submit payment and complete the transaction, you must print out the receipt as proof of replacement. You will receive the ID within seven to 10 days. If you cannot replace your ID online or wish to get the replacement in person, go to a [DOL office](#) with [proof of identity](#) and an accepted form of payment.

If you need to replace your EID, you can complete the transaction [online](#) if the ID card is valid and current. If you have ordered a replacement within the last 12 months, you are not able to replace your EID online. Additionally, if you need a name change, if you have outstanding DOL fees or if your ID is cancelled or otherwise suspended, you cannot complete an online transaction. After submitting payment to complete the transaction online, you should receive your replacement EID within 10 days.

You can also complete your EID replacement in person at a [DOL office](#). You must bring payment, [proof of identity](#) and a parent or guardian with proper identification, if you are younger than 18 years of age.

Fees

Before bringing payment, you should verify with your DOL office what methods of payment are accepted at the location. Most DOL offices in the state accept major debit and credit cards, although there is an additional fee for card transactions. Only certain offices accept checks or cash.

New ID card	\$54
New enhanced ID card	\$78
Upgrade to enhanced ID card:	\$4 per year left on your standard ID
Renew ID card	\$54
Renew enhanced ID card	\$78
Replace EID or standard ID card	\$20
Update ID card online	\$20
Update ID card in person	\$10



Vehicle Safety Tips



Before getting behind the wheel, it is important that your vehicle be prepared for a trip. This means checking the safety features and making any needed changes to your vehicle to guarantee a safe drive.

Emergency Kit

One of the essentials to safe driving is having a basic emergency kit available in your vehicle at all times. This kit should include items such as water, extra batteries, rope, first-aid kit, matches and a whistle. During the winter months, it is also important to carry items such as blankets, non-perishable foods, extra gloves and socks, and a shovel.

Inclement Driving Weather

If you live in an area with snow or icy conditions during winter, you must take extra precautions when driving. Even rainy weather can create hazardous driving situations. Consider the below tips below to drive safely during inclement weather.



- **Do Not Rush!**

Ice, snow and rain can create slippery and dangerous roads. Instead of driving fast and risking an accident as you hurry to get to your destination, try leaving a few minutes earlier than usual. This will allow you to drive slower and avoid other dangerous drivers without being late for an appointment. You should also slow down further back than you might normally do in favorable weather conditions so you can avoid abrupt and dangerous stops or turns.



- **Do Not Panic If You Skid or Slip**

In the event that your vehicle does skid or slip while driving, make sure you do not panic and slam down on your brakes. Instead, apply slow and even pressure on your brakes until you stop. You must also gently steer your vehicle in the direction you need to go. You must not make sharp wheel turns or brake suddenly. Following this advice will prevent you from spinning further out of control.



- **Check Your Vehicle**

Before you leave your house, make sure your vehicle's controls, brakes, tank, tires, antifreeze and exhaust are all in working order. You should make sure your tires are not worn down or too smooth, as poor tire tread can cause an accident. If you need to, you can replace your tires during the winter with snow tires or add snow chains to help provide safe driving conditions. It is also important that you remove all ice and snow from your car before you begin driving. You should **never** leave your windows icy or covered in snow, as this can obstruct your vision.



Drinking and Driving

Driving while under the influence of drugs or alcohol is a dangerous situation that can kill or severely injure drivers and passengers alike. You can prevent a tragedy by planning ahead and making responsible choices. Before you begin drinking, arrange for someone else to be the designated driver. If they also become intoxicated, it is important that you take a taxi. If you need to stop someone from driving while intoxicated, take away his or her keys and call for alternative transportation.

If you see someone who you suspect is drunk and showing signs of intoxication while driving – such as making wide turns, weaving, swerving, breaking erratically or turning abruptly – call 911 and contact authorities immediately. Make sure to avoid impaired drivers on the road to ensure your own safety. This could mean you pulling over until they are at a safe distance from your car.

Phone Use

Driving while using your cellphone is incredibly dangerous. Distracted driving can cause accidents, injury and death. Washington legislation fines cell phone use while driving. If you need to use your cellphone, you should pull over and come to a complete stop or wait until you get to your destination. Additionally, you can use a hands-free device to make calls while operating a vehicle. However, you cannot use hands-free devices if you hold an intermediate license, unless it is an emergency. Click [here](#) for more information on cellphone use while driving in Washington.

Things to Avoid

Driving is not always a relaxing experience. There are certain actions that can be both an annoyance and dangerous to you while driving on the road. Read the below tips to see potential behaviors and actions that can help you improve your driving experience.

Car Accidents

One way to avoid car accidents is to ensure that your vehicle is safe to drive. You should perform routine maintenance on things like your brakes, tires and steering. Tires may lose traction or inflation and you can easily lose control of your vehicle. You should also check to see that your brakes are functioning correctly or if they need any maintenance or replacement. You can take your vehicle to a mechanic or car dealership to make sure everything runs smoothly and safely.

Wasting Gas

If you drive often, start looking for ways to save on those expensive trips to the pump. You should avoid sudden acceleration and excessive speeding to make the most of your gasoline. Another way to save on gas is to make sure that your vehicle is functioning properly. You can do this by checking that your tires are properly inflated, your engine is well tuned and that you use the correct type of fuel in your vehicle.

Aggressive Driving

Some drivers may exhibit dangerous and aggressive behavior while driving. Some of these aggressive driving tactics can include verbal or physical harassment of another motorist and unsafe vehicle operation. Aggressive driving can lead to reckless and dangerous behavior that can cause serious injuries on the road. Drivers should pay close attention to the road and avoid aggressive drivers when possible.

Official Forms



[Agricultural Permit Questionnaire](#)



[Physical Examination Report](#)



[Change of Gender Designation Request](#)



[Request for DUI Hearing](#)



[Driver Evaluation Request](#)



[Signature Form for Minors](#)



[Driver License Extension Request](#)



[Social Security Number Declaration](#)



[Driver License Renewal/Replacement Request
While Out-of-State](#)



[Visual Examination Report](#)



[Habitual Traffic Offender Hearing Request](#)



[Washington Driver Guide](#)



[Notice of Surrender](#)



[Washington Driver License/ID Card Change of
Address](#)



[Parental Authorization Affidavit](#)

DOL

Hours and Locations

There are several options available for you in case you need to visit or contact a DOL office. You may find all the DOL offices for licensing [here](#). Select a city to see the address, phone number, office hours and services provided by that location. Additionally, you will see the waiting time in a box at the right of the screen. If you prefer, you may get a map and driving directions. You can also find the testing locations [here](#) and the EDL/EID locations [here](#).

You can email the DOL at CustomerCare@dol.wa.gov for basic driver's license questions and services.

You can call the DOL at 360-902-3900 or at 711 for TTY services.

Hours can vary by location. For more contact information, click [here](#).



