

# DELAWARE DRIVING PRIVILEGE CARD



# Everyone Can Now Have the Privilege to Drive in Delaware

*The Delaware Driving Privilege Card (DPC) is a valid driver license that is available to foreign Delaware residents who are unable to produce legal presence within the United States and meet certain eligibility requirements. The Delaware Division of Motor Vehicles (DMV) issues the DPC for driving purposes only. **It is not a valid form of identification.***

## FEES

*The fee for the Delaware DPC is \$20.00 plus an additional \$52.50 fee collected by the Delaware State Bureau of Identification (SBI) to validate your identification during the application process. The card is valid for a period of four years and must be renewed in person at a Delaware DMV office.*



## HOW TO APPLY



### Get fingerprinted to validate your identity

Beginning December 27, 2015, you may visit your local Delaware State Bureau of Identification (SBI) office to begin the DPC application process. SBI requires proof of identity and will collect a fee of \$52.50. SBI will process your fingerprints, validating your identification. You will be provided with a document containing an official receipt number and a DMV “appear on or after” date for the DMV process. (For a list of SBI locations, visit [dsp.delaware.gov/state\\_bureau\\_of\\_identification](http://dsp.delaware.gov/state_bureau_of_identification)) or by calling 302-739-2528.

- ✓ Have fingerprints collected. (fee is \$52.50)
- ✓ Get SBI receipt containing:
  - Name and date of birth
  - SBI Receipt number
  - DMV’s “appear on or after” date

*Do not lose this receipt. You will need to provide it to DMV for application purposes.*

### Contact Division of Revenue for tax returns



A DPC applicant must also obtain a Certification of Filing Compliance document from the Delaware Division of Revenue. This document verifies the applicant has filed Delaware taxes within the two preceding years of a DPC application. It will contain the applicant's name, the tax years filed, last four digits of their Individual Tax Identification Number (ITIN) or Social Security Number (SSN), and a document locator code. The applicant may visit the Delaware Division of Revenue’s website at [revenue.delaware.gov](http://revenue.delaware.gov) to immediately collect a Certification of Filing Compliance document or call the Division of Revenue’s office at 302-577-8200 to schedule an appointment to obtain one.

- ✓ Request proof of previous two years of filed Delaware tax documents
- ✓ Division of Revenue documents contain:
  - Your Name (and your spouse and/or dependents)
  - Year taxes were filed
  - Your (and your spouse and/or your dependents) ITIN or SSN

## RESTRICTIONS

- The Delaware DPC is issued for driving purposes only and is not a valid form of identification. The card bears the distinct verbiage “Driving Privilege Only” and “Not Valid for Identification” on its face.
- The Delaware DPC only guarantees privileges within the State of Delaware. Acceptance in other states is not certain at this time.
- A Delaware DPC is valid for Class D driving privileges only. A motorcycle endorsement is permitted, but a commercial driver license is NOT permitted.
- US Citizens and persons with valid legal presence documents are not eligible for a Driving Privilege Card



### Set up an appointment with DMV

After you have completed Step 1 and Step 2 you may call the DMV at 877-477-7117 to schedule an application appointment. DMV will not be able to accommodate applicants who do not have a scheduled appointment.

- ✓ Information needed to schedule an appointment:
  - Name and date of birth
  - Contact information
  - SBI receipt number
  - DMV’s “appear on or after” date provided by SBI



### Go to scheduled appointment at DMV facility

When you arrive at DMV for your scheduled appointment, please be prepared and have all required documents, which must be in their original or certified form. Photocopied, altered or expired documents will not be accepted. Documents in foreign languages must be translated into English by a professional translator and accompany the original foreign language document. DMV will verify, scan and store images of all presented documents. DPC application fee is \$20.00.

- ✓ You must appear at the proper DMV facility prepared and on time
- ✓ Your provided documents must be valid, original or certified, and if applicable, translated into English by a professional translator.
- ✓ Required documents:
  - SBI fingerprint receipt
  - Division of Revenue Certification of Filing Compliance document proving you filed Delaware taxes the previous two years (Must contain ITIN or SSN)
  - Proof of Name and Date of Birth (Valid passport or unexpired consular identification document)
  - Name change documents, if applicable (In the case of multiple name changes, you must provide a document from each name change to prove the continuity of names)
  - Two separate proofs of Delaware residency (Must be postmarked by USPS within last 60 days and must come from a company/business. Personal mail will not be accepted.)
  - \$20.00 application fee



### Take and pass vision screening, knowledge exam and road skills test

A vision screening and knowledge exam may be conducted during your initial visit. Once you have passed the knowledge exam, a permit will be provided, and a road exam will be scheduled for a future date. You must have your permit for at least 10 days before a road exam can be scheduled. You must pass the required:

- ✓ Vision Screening
- ✓ Rules of the Road Knowledge Test
  - A DPC permit will be issued upon successful completion
  - The DPC permit is valid for six months and must be held for at least 10 days before a road test can be scheduled
- ✓ Road Skills Test
  - DPC license will be issued upon successful completion of scheduled road test



# DRIVING PRIVILEGE CARD CHECKLIST

*Clip out this checklist and mark off items as you complete them. When all have been checked off, you will have your Driving Privilege Card and can drive legally in Delaware!*

- Get fingerprinted to validate your identity*
- Contact Division of Revenue for tax returns*
- Set up appointment with DMV*
- Go to scheduled appointment at DMV facility*
- Take and pass vision screening, knowledge exam and road skills test*

## Questions or for more information:

*For the most up to date information regarding the DPC process, please visit the DMV website at [dmv.de.gov](http://dmv.de.gov) or call **877-477-7117**.*

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