

## CDL OR CLP RESIDENCY REQUIREMENTS

Present **one of the documents below** to establish Florida residency when applying for an original Commercial Driver License (CDL) or Commercial Learner's Permit (CLP):

- Current FL Class E Driver License or FL Identification Card (held for more than six months)
- Lease agreement in the driver's name (in place for more than six consecutive months)
- Current residential mortgage in the customer's name (signed more than six months ago)
- Current residential deed in the customer's name (signed more than six months ago)
- FL Voter Registration Card
- Declaration of Domicile filed with the Clerk of Court
- Homestead tax exemption filing on property in FL

## CDL OR CLP ADDRESS REQUIREMENTS

Present **two residential address documents in your name** from List A **or one from List A and one from List B** to apply for or change the address on a CDL or CLP (at least one proof must be from List A):

**\*\*Indicates documents that must be dated within the last 60 days.**

| List A  | List B                              |
|---|-------------------------------------|
| Recent lease or rental agreement (term of 6 months or more, <u>in driver's name</u> ) | Latest W-2 or 1099 form             |
| Current FL Voter Registration Card  | Bank statement**                    |
| FL vehicle/vessel registration or title   | Credit card statement**             |
| Current homeowner's insurance (policy or bill)  | Pay stub**                          |
| Utility, phone, and/or internet bill**  | Official government documents**     |
| Latest property tax bill <b>or</b> mortgage deed for property in FL                   | Latest military orders or documents |

**Note:** If you **cannot provide** a proof of residential address from List A, you must provide a Declaration of Domicile filed with the Clerk of Court pursuant to Florida Statutes section 222.17 and one proof of residential documents from List B.

**DOT Medical Card:** If required, please provide a legible copy of your valid DOT Medical Card. All DOT Medical Cards must be current and kept on file with DHSMV. Failure to do so will result in a disqualification of your CDL license.

## DRIVER LICENSE OR ID CARD CHECKLIST

*(All documents must be printed):*

- One original or certified copy of primary identification
- Proof of Social Security
- Original or certified copy(s) of name change document(s) (if required)
- Two different acceptable proofs of residential address
- Certification of Address (if required)

## CDL OR CLP CHECKLIST

*(All documents must be printed):*

- One document to establish Florida residency
- Two residential address documents in your name from List A **or one from List A and one from List B**
- Declaration of Domicile and one proof of residential documents in your name from List B (if required)

## SCTC DRIVER LICENSE SERVICES:

**Altamonte Springs**  
150 N Westmonte Dr.  
Altamonte Springs, FL 32714

**Casselberry**  
104 Wilshire Blvd.  
Casselberry, FL 32707

**Lake Mary**  
845 Primera Blvd.  
Lake Mary, FL 32746

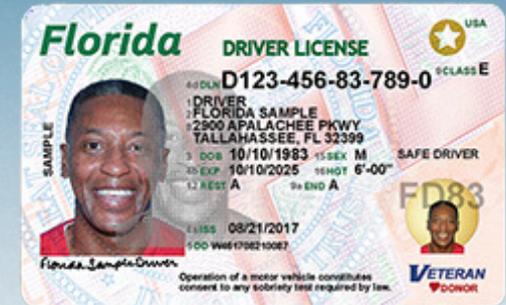
**Sanford**  
1101 E 1st St.  
Sanford, FL 32771

**Winter Springs**  
1495 E SR 434  
Winter Springs, FL 32708



# REAL ID Requirements

PROVIDED BY THE SEMINOLE COUNTY TAX COLLECTOR



## IMPORTANT NOTICE

All documents presented must be physical copies. SCTC cannot accept electronic proofs of any kind including but not limited to: screenshots, PDFs, or documents presented on personal electronic devices or apps.  
**Please print all required documents before your office visit.**

WWW.SEMINOLECOUNTY.TAX | (407) 665-1000

## FLORIDA DRIVER LICENSE (DL) & ID REQUIREMENTS

The **Federal REAL ID Act** became effective nationwide on May 11, 2008. Florida began issuing REAL ID compliant credentials after January 1, 2010. The **new credentials have a star in the upper right corner of the card**. Florida is a REAL ID compliant state and all Florida licenses should be accepted nationwide.

Each U.S. Citizen renewing, replacing, or applying for a new DL or ID card in person after January 1, 2010 must provide **one primary form of identification, proof of Social Security, and two acceptable proofs of residential address**.

### 1. PRIMARY IDENTIFICATION

(Bring **one** original or certified copy)

Birth certificates must be issued by a government agency. Hospital birth certificates cannot be accepted.

- Certified U.S. birth certificate, including territories and District of Columbia
- Valid U.S. passport or passport card
- Consular report of birth abroad
- Certificate of Naturalization (form N-550 or N-570)
- Certificate of Citizenship (form N-560 or N-561)

**Note:** Non-immigrant residents are required to provide **proof of legal presence** for every Driver's License or ID card issuance.



Scan for detailed information on the specific identity and legal presence documents required.

### When do I need a name change document?

If your name **changed since birth** (this includes your last name), then you are required to bring the **original or certified copies of the chain of names from birth to current for the following**:

- Government-issued marriage certificate
- Court-ordered name change
- Divorce decree changing name

## 2. PROOF OF SOCIAL SECURITY

Chapter 322, Florida Statutes, requires the Department see proof of social security number before a credential can be issued. The name assigned to the Social Security number (SSN) **must match** the name that will appear on you Florida DL or ID:

- Social Security Card
- W-2 form (not handwritten)
- SSA-1099
- Any 1099 (not handwritten)
- Pay stub with name and complete SSN

## 3. ACCEPTABLE PROOFS OF RESIDENTIAL ADDRESS

(Bring **two different** proofs)

**\*\*Indicates documents that must be dated within the last 60 days.**

- Household information documentations (deed, mortgage statement, or lease/rental agreement)
- FL Voter Registration Card
- Valid FL vehicle/vessel registration
- Utility bill\*\*
- Selective Service Card
- Homeowner's or automobile insurance (policy or bill)\*\*
- W-2, 1099, or pay stub\*\*
- Financial statements (bank or credit card bills)\*\*
- Mail/documents issued by federal, state, county, or city government agencies\*\*
- Sexual Offender/Predator/Career Offender (FDLE registration completed by local Sheriff's Office, ***dated within the last 30 days***)
- Letter from a homeless shelter, transitional service provider, or half-way house verifying shelter address\*\*

**Note:** Effective June 1, 2022 the address on a Florida credential must be a Florida address:

- Proof of address must be residential (PO box is not accepted)
- Out-of-state address without military orders will not be accepted
- **Parent/guardian of a minor must provide two proofs of address and documentation establishing relationship (Certification of Address form is not required)**

## What is a Certification of Address form?

A Certification of Address form is a signed document between you and the property owner (or certifier), used as an acceptable proof of residential address.

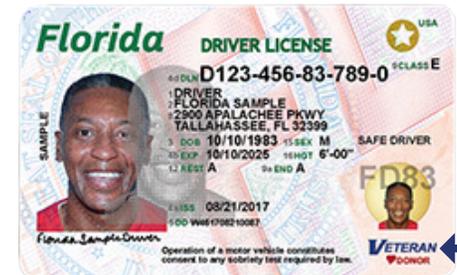
**You are required to present this form only if you cannot provide two proofs of residential address in your name.**

The form **must be signed by you and the certifier** (the certifier must own or lease the property) at our agency (**all parties must be present at the time of transaction**) or notarized by a Florida notary before your appointment.

**The certifier is also required to establish that they own or lease the property by providing one document from the list below in addition to a second proof of address from the Acceptable Proofs of Residential Address list:**

- Deed
- Mortgage agreement
- Monthly mortgage statement (***Dated within the last 30 days***)
- Rental or lease agreement

## MILITARY VETERAN DESIGNATION



Veteran designations are available to **honorably discharged military veterans at no charge**.

Please provide **one** of the following:

**\*\*From the Department of Veterans Affairs.**

- DD214 showing discharge type
- Common Access Card (CAC) - retired
- Veteran Identification Card\*\*
- Veteran Health Identification Card\*\*
- DD Form 2 Retired ID Card
- Proof of Service Letter/Card\*\*