

Driver Licensing Guide

Driver Privilege Card Renewal DLG-0813

Original Date: 07/01/2021

Revision Date: 01/01/2022

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POLICY	
Title: Driver Privilege Card Renewal	
Effective Date: July 1, 2021	Revision Date:
Authority: Code of Virginia: §§ 46.2-328.3 , 46.2-330 , 46.2-341.14 , DMV Policy	
Policy: DMV will renew driver privilege cards as early as 90 days prior to the driver privilege card expiration date.	
Exception: The following customers are ineligible to renew their driver privilege card: <ul style="list-style-type: none">• Customers whose privilege to drive is revoked.• Customers holding a driver privilege card permit.• Customers whose driver privilege card has expired.<ul style="list-style-type: none">○ There is no grace period allowed for expired Driver Privilege Cards.	

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OVERVIEW

Renewal Period

- The following customers must renew in person at a Customer Service Center:
 - Customers whose driver privilege card will expire at the age of 75 or older.
 - Individuals required to register with the Virginia State Police Sex Offender and Crimes Against Children registry (Virginia Code [Chapter 9 of Title 9.1](#)).
- Individuals applying for Driver Privilege Card renewals will be issued a driver privilege card valid for two years from the date of issuance.
 - Any time remaining on the current driver privilege card will not be applied to the renewed credential.
- Customers may renew up to 6 months prior to the driver privilege card expiration date.
IMPORTANT: Any time remaining on the driver privilege card will not be applied to the renewed credential.
- Customers age 18 and older are not required to undergo knowledge nor skills testing to renew their valid driver privilege card.

Grace Period

- There is no grace period given AFTER the expiration date of the current credential.
- If Virginia Driver Privilege Card holders allow their credential to expire, they are required to provide all identification, residency, tax and social security number or individual taxpayer identification number documents. (Refer to [DLG-1.12](#))
 - Virginia Driver Privilege Card holders are not required to prove legal presence.

Preferred Services

- The renewal notice mailed to the customer will indicate if the customer is eligible to renew using Preferred Services (refer to [DMV Transactions/Activities Available Through Each Service Option](#)) or if they must renew in person.
 - The customer may renew their driver privilege card using preferred services EVERY OTHER RENEWAL CYCLE.

Renewal Notices

- Renewal notices are typically mailed to the customer 90 days before their driver privilege card expires.

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CUSTOMER REQUIREMENTS

<<<<REVISION

1. Submit a completed "Driver and Identification Privilege Card Application" ([DL10](#)) or Driver Privilege Card Renewal notice (DL-1R). **END REVISION>>>>**
2. Submit proof of identity, if renewing in person.
3. Pass the required vision screening (renewing at a CSC only).
4. Have their photograph taken.
 - Customers renewing in person are required to have a new photo taken.
5. Pay the appropriate fee.

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FRONT COUNTER CSR

1. Verify that the [DL10](#) or DL1R is accurately completed.
2. Review the customer's identity documents.
3. Verify that the customer has passed the required vision screening. (Refer to [DLG-2601](#).)
4. Process driver privilege card and issue the customer's Temporary Driving Permit in accordance with [DLG 1.00](#).

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DMV CONTACT CENTER ACTIONS

Using Preferred Services

- If the customer uses a preferred method to renew, the photo on file will be used on the driver privilege card.
 - Customers who want to have a new photo on their license or driver privilege card must renew at a CSC
- Customers paying by credit card, debit card or e-check may renew their driver privilege card online at [www.dmvnow.com](#) every other renewal cycle, when eligible.
 - The following customers are required to renew their driver privilege card **in person** at a CSC:
 - Customers whose license will expire at the age of 75 or older.
 - An individual required to register with the Virginia State Police Sex Offender and Crimes Against Children registry (Virginia Code [Chapter 9 of Title 9.1](#)).
- Customers paying by check or money order may renew a driver privilege card by mail every other renewal cycle, when eligible, by sending the completed and signed renewal notice and payment to the address below:
Virginia Department of Motor Vehicles
P.O. Box 26506
Richmond, VA 23260-6506
- To determine if a customer is not eligible to renew via preferred services, refer to [Ineligibility To Renew via Preferred Service Options](#).

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POINTS TO REMEMBER

- An expired driver privilege card permit CANNOT be renewed. The customer must complete the written and vision exams before another original driver privilege card permit is issued. (Refer to [DLG-1.12](#) for driver privilege card/permit.)
IMPORTANT: If the driver privilege card is expired, it must be processed as an original driver privilege card and all original documentation must be provided.

- Driver privilege card holders are not given a grace period after the expiration date of their credential.
- Customers who allow their driver privilege card to expire are required to provide all identification, residency, tax and social security number or individual taxpayer identification number documents. (Refer to [DLG-1.12](#))
- Driver privilege card holders are not required to provide proof of legal presence.
- Tax verifications should not need to be performed if a Driver Privilege Card applicant obtains their renewal PRIOR to the expiration date.

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CONTACT

For additional information contact:

- Your CSC Manager/Assistant Manager
- DMV Contact Center Help Desk at (804) 367-6646
- DSA/[Driver's License and ID Work Center](#)

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