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.
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.

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

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

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.

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.

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

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.
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Are you ready to start your driving adventure in Missouri? If you are wondering where and how to get your first driver’s license, note that the state Department of Revenue (DOR) is the agency responsible for processing driving license applications. Therefore, if you would like to gain your driving independence, you will have to submit your request through an office of the state DOR. The purpose of this guide is to help you get through the application process as fast as possible without experiencing any difficulties.

Getting your first driving credential is a straightforward process if you are adequately prepared. This guide aims to provide you with the information and resources necessary to submit a successful driving license application. Our informative guide includes detailed sections on obtaining a learner’s permit, driving license and ID card. The latter sections also cover the related procedures of renewing, replacing and reinstating your driving license. Therefore, in order to complete this unique journey of getting and maintaining your first Missouri driver’s license in a fast and easy manner, keep on reading below.
Before you apply for your first driver’s license, you must remember that driving is a privilege, not a right. When you are licensed by the state DOR to drive a vehicle within the state, you bear the responsibility for your safety and the safety of other passengers, motorists and pedestrians.

Therefore, you must ensure that you are aware of the importance of holding a driver’s license and the need to properly prepare for one. The following section covers the main process of getting your first driving credential in Missouri.

Note that the state Department of Revenue (DOR) designs and implements the standard Graduated Driver License (GDL) program for teenage drivers. Under the GDL rules and regulations, young motorists will progressively qualify for more advanced driving credentials, depending on their age and driving experience. The application process and the requirements for the different types of driving licenses, such as learner’s permits, intermediate credentials and full driver licenses vary. Continue reading the sub-sections below to learn more about the type of driving credential for which you qualify and how to obtain it.
Teen Drivers

If you are a teenager who is wanting to drive independently, then you are most likely looking forward to getting your first driver’s license. To help you achieve this goal, we cover the application process for your first license in detail. Note that all driving license applicants between the ages of 15 and 18 must complete the state GDL program. This section provides you with information about each step in the GDL program, which was specifically designed to help young drivers gather the experience necessary for an unrestricted driving license.

The importance of the GDL program becomes evident when you study the statistics of vehicle crashes involving inexperienced drivers. One of the leading causes of injury and/or death among young individuals is reckless driving. Teenage motorists are also the most represented age group in traffic accidents. The goal of the GDL program is to prevent teen vehicle crashes and improve the safety of young drivers.

The strategies employed by the DOR graduated licensing program will progressively train starting drivers and award them with driving credentials with less and less restrictions. After completing the three main steps of the GDL program, teenage drivers will comprehend the responsibility of holding a driving license and refine their safe driving practices. As a teen driver, it is important that you carefully read through each of the following steps and fully understand how to earn your unrestricted driving license.

Tip:

Parents of teenage drivers can enroll in the state-approved First Impact program to learn more about the GDL program and how to support, instruct and monitor their teen drivers.
Step 1: Learner’s Permit

The first step in the state GDL program is obtaining a learner’s permit, which can be used to operate a motor vehicle in the presence of a licensed driver. You can apply for a driving permit when you reach 15 years of age by completing the following steps:

Pass the vision screening, the written test and the road sign recognition test at a driver examination station of the State Highway Patrol (SHP).

Make a visit to a nearby DOR location to present your test forms and the required supporting paperwork.

Furnish proof of name, date of birth and place of birth, such as:
- A U.S. birth certificate.
- A U.S. passport or a passport card.
- A Certificate of Birth Abroad, Naturalization or Citizenship.
- Military identification documents accompanied by a certificate of birth.
- The corresponding immigration documents detailing your lawful U.S. status, if applying as a non-U.S. citizen.

Provide proof of your Social Security Number, such as your Social Security card or a letter of exemption from the Social Security Administration.

Submit proof of state address, such as:
- Utility bills.
- Government checks.
- Mortgage paperwork.
- Bank statements.

Have a parent or a legal guardian sign the permission statement for the issuance of an instruction permit.

Pay the $3.50 permit fee.

Note:

To review the full list of acceptable paperwork for licensing purposes, visit the corresponding DOR page.

If the department determines that you meet the qualifications for a learner’s permit, you will receive your driving instruction credential as soon as it is manufactured. Your permit will be valid for 12 months, and you must hold it for at least 182 days before applying for an intermediate driving license. You also have the option of renewing your permit if you fail to upgrade it to an intermediate credential within its 12-month validity period and you need more practice time.

Tip:

To ensure the safety of your teenage driver as the parent or legal guardian, the state DOR encourages you to fill out a driving agreement, such as the DOR Parent/Teen Driving Agreement.
Step 2: Intermediate License
After practicing driving with the instruction permit for the required time period, you can visit a nearby DOR office to obtain your intermediate license. In order to get your intermediate credential, you are required to meet the following conditions:

- You have held the driver’s permit for at least six months.
- You are at least 16 years of age, but younger than 18 years of age.
- You did not commit any alcohol-related or traffic offenses within the last 12 and six months, correspondingly.
- You have accrued at least 40 hours of driving experience, including 10 hours of driving at night, while accompanied by a qualified individual, such as your parent, grandparent or a driving instructor.

If you meet the above eligibility criteria, you can make your office visit to apply for your intermediate credential. To get your intermediate driving license, you will be required to complete these steps:

- Present your learner’s permit and any required identification documents.
- Pay the $7.50 fee for an intermediate license.
- Have your parent or legal guardian sign your application form and certify that you have received the 40-hour driving instruction.

Note:
Your parent or legal guardian may also be required to submit the DOR Driver Experience Log (Form 4901) that can be used to track your driving progress.

Once the state DOR processes your application for an intermediate license, you will receive a credential with a validity of two years. Note that your intermediate credential will include certain driving restrictions that will be explored in a subsequent section.

Step 3: Under-21 Full Driver License
You can upgrade your intermediate driver’s license to a full unrestricted license once you reach 18 years of age. Note that in order to qualify for an Under-21 full driving credential, your intermediate credential must be valid and you must not have committed any alcohol-related or traffic offenses within the last 12 months. When obtaining your full driver’s license you will be required to complete the following steps:

- Take the vision screening and the road sign recognition test.
- Present your intermediate license.
- Submit any additional identification paperwork, if required.
Pay the $10 fee for a three-year credential.

**Note:**

You will not have to retake the written and the driving tests if you have already completed them.

After the department processes your application for an Under-21 full driving license, you will receive a three-year credential identifying you as a minor driver. When you turn 21 years of age, you can apply for a six-year driving license without the minor driver designation.

**Restrictions of the GDL Credentials**

When operating your motor vehicle with a GDL credential issued to teenage drivers, you will be required to abide by certain restrictions, which will vary depending on the type of driving credential you were issued. These restrictions are implemented with the goal of ensuring the safety of novice drivers and providing an opportunity to obtain the necessary driving experience with a reduced risk.

If you hold a learner's permit, for instance, you must be accompanied by a licensed driver. If you are younger than 16 years of age, the accompanying driver must be a qualified driving instructor, a parent or a legal guardian, a grandparent or an authorized motorist who is at least 25 years of age. If you are 16 years of age or older, you may drive while accompanied by a driver older than 20 years of age. Note that you must also wear your seatbelt at all times.

If you are driving with an intermediate license, on the other hand, you are not allowed to operate your vehicle between 1 a.m. and 5 a.m., unless you are accompanied by an older driver. Note that this rule does not apply in certain situations, such as driving to and from school, work or for emergency purposes. Also, during the first six months of your credential's validity, you cannot transport more than one passenger younger than 19 years of age who is not a member of your immediate family. After the first six months, the number of this type of allowed passengers increases to three.
Adult Drivers: Never Had a Driver License

If you are applying for your first Missouri driver’s license as an adult older than 20 years of age, you are not required to complete the steps of the state Graduated Driver License (GDL) program. However, even as an adult driving license applicant, you may still be able to obtain a learner’s permit to practice driving before applying for your full credential.

The standard application process for a new DOR driving license is comprised of the following steps:

1. Visit an examination office of the State Highway Patrol (SHP) to take the written, vision and sign recognition tests.
   - Present proof of your name and place and date of birth, such as:
     - A U.S. Certificate of Birth.
     - A U.S. passport or passport card
     - The corresponding immigration document, if applying as a noncitizen.
2. Submit evidence of a Social Security Number or exemption from the Social Security program, such as your Social Security card or an exemption letter, correspondingly.
3. Provide proof of state residency, such as:
   - A car registration or car title.
   - A voter registration card.
   - A housing rental contract.
   - A pay check or a government check.
4. Take the road skills test with the SHP at a later date.
5. Make a visit to a nearby DOR licensing site to apply for your driver’s license.
   - Submit your test results.
   - Provide the necessary identification documents, as outlined above.
   - Have your photograph taken.
   - Pay the $10 licensing fee for a three year credential or a $20 fee for a six-year credential.

Note:

The state DOR may require you to submit additional documentation. For a full list of acceptable identification paperwork, click this link.

As soon as your DOR agent processes your paperwork and fee payment, he or she will process your application for a new driver’s license. You will receive your permanent credential by mail within seven to 10 business days. Until you receive your full license, you can operate your vehicle with the 30-day temporary document issued over the counter at the time of application.

Adult Drivers: New Resident

If you move within Missouri with an out-of-state driving credential, you will be required to transfer your out-of-state license through the state Department of Revenue (DOR). To get your first Missouri driving license as a new state resident, complete the following steps:

1. Visit a nearby DOR licensing office.
2. Surrender your out-of-state driving license.
3. Present the necessary proofs of name, date and place of birth, Social Security Number and state residency, as outlined above.
Take the eye exam and the road sign test.

Take the knowledge test and the road skills test, if your out-of-state credential has been expired for more than six months.

Have a new photo taken.

Pay the corresponding licensing fee:
- $10 for a three-year license
- $20 for a six-year license.

Note:
If you have lost or destroyed your out-of-state credential, you can obtain and submit the corresponding clearance letter from your former state DMV, instead of a replacement license.

Required Licensing Tests
To obtain a driving license in Missouri, you will first have to prove that you have mastered the theoretical and practical knowledge needed to operate a motor vehicle and that you are physically and mentally fit to do so. The state Department of Revenue (DOR) administers several driving tests in order to determine whether or not a driving license applicant qualifies for a DOR credential. The following subsections provide further details regarding the department’s licensing exams.

Vision Test
One of the first tests that you must pass when applying for a learner’s permit or a driving license is the vision screening. The department administers the eye exam for purposes of determining whether or not you meet the minimum vision requirements as set under law. Note that the vision screening is comprised of both an acuity test and a peripheral vision test. The minimum vision standard is currently set at 20/40 with one or both eyes. Note that if you were prescribed glasses or lenses, you will be required to wear them when testing and when operating your vehicle.

Written Knowledge Test
The written exam is a 25-question multiple-choice test that covers topics related to the state motor vehicle laws and safe driving practices. The study material needed to pass the knowledge exam is contained in the DOR driving manual. The driver’s manual also includes sample test questions, designed to inform the driving license applicant of the structure of the test and the types of questions he or she may encounter.

Road Sign Test
Another important test that is administered for all types of licenses is the road sign exam. The purpose of the road sign test is to determine whether the applicant can recognize the various types of traffic signs and signals and their implication and meaning. The meanings of traffic signs change by color, shape and the markings they include. Chapter Three of the driver’s manual delves into more detail regarding the various types of traffic signs and signals.

Practical Driving Test
You can take the DOR driving skills test only if you have passed all initial driving examinations. However, depending on the type of credential that you are requesting, you may not be required to take the driver exam. For example, the department does not require you to pass the skills exam when applying for a learner’s permit.

You will have to take the driving test with an examiner of the State Highway Patrol (SHP). Prior to administering the test, the SHP examiner will check whether or not your vehicle is fully functional and properly registered. Once you begin the exam, you are encouraged to focus and closely follow the state traffic laws.
The examiner will assess your skills in performing various driving maneuvers and using the vehicle’s controls, such as:

- Starting the vehicle, using the rearview mirror and giving proper signals.
- Parking, backing up and making turns.
- Entering and leaving intersections.
- Managing heavy traffic.
- Noticing and obeying the road signs and signals.

**Tip:**
To adequately prepare for your driving license exams in Missouri, read through the [DOR Driver Guide](https://dor.mo.gov), since it contains detailed information regarding all driving examinations and the study material needed to pass them.
Renewing Your Driver's License

The state Department of Revenue (DOR) issues its driving credentials with a limited validity. Therefore, if you hold a DOR license to drive, note that you will be required to renew it on a regular basis.

If you fail to renew your driver’s credential on time, you will be unable to legally operate your vehicle any longer. Consequently, if you are apprehended while driving with an expired license, you will be subjected to severe fines and penalties. Therefore, in order to avoid these detrimental consequences and to retain your driving freedom, remember to renew your license to drive on time.

As a reminder of your upcoming renewal deadline, the state DOR will mail you a renewal postcard well ahead of schedule. You can also initiate the license renewal transaction up to 180 days prior to the set expiration date even without the renewal reminder. The DOR notice will include information about the main steps of the license renewal process and the common supporting paperwork needed to finalize it. Note that the expiration date of your DOR license to drive will coincide with your birth date, in most cases. If you were issued a restricted driving license while younger than 18 years of age, however, the expiration date will be set to two years after the date of issuance.

The validity duration of your DOR driving license will vary depending on your age when you apply for the driver's credential.

Tip:
To ensure that you receive all important correspondences mailed out by the department, such as driving license renewal notices, keep your mailing address up to date in the DOR database.
The following list outlines the durations of the department’s credentials issued for applicants of different ages:

- Applicants 16 to 17 years of age are issued two-year licenses.
- Drivers 18 to 20 years of age are eligible for three-year licenses.
- Motorists 21 to 69 years of age receive the standard six-year credential.
- Senior drivers 70 years of age and older only qualify for a three-year license.

**Note:**

Non-U.S. renewal applicants will be issued a credential with the same expiration date as their legal U.S. presence document.

You can also renew your Missouri driver’s license after its expiration date, since the state DOR employs a renewal grace period of six months. If you fail to apply for a license renewal within the six-month period after your credential’s expiration date, you will be required to retake the full set of licensing exams. Members of the military, however, are a special group of drivers who are exempted from this rule. If you are serving in the military, the renewal grace period extends to 60 days after your honorable discharge, regardless of the credential’s expiration date.

**Tip:**

You are prohibited from driving your car until you renew your credential, regardless of whether or not you are within your renewal grace period.
Renewing in Person

The standard method to renew your Missouri driver’s license is to submit your request in person. To finalize the in-person driving license renewal, follow these steps:

- Visit a nearby DOR office.
- Furnish proof of your full name and place and date of birth, such as:
  - A valid or expired passport or passport card.
  - A certified birth certificate, excluding hospital certificates.
  - A military identification card.
  - A Certificate of Citizenship, Birth Abroad or Naturalization.
- Submit proof of a Social Security Number (SSN) or exemption from the Social Security program, such as:
  - A Social Security card.
  - A tax form containing your Social Security Number.
  - A letter from the Social Security Administration confirming your ineligibility for an SSN.
- Provide proof of state residency, such as:
  - A car registration or driving license renewal postcard.
  - A paycheck.
  - A mortgage document.
  - A bank statement.
  - Other official documents containing your residential address.
- Pass the vision exam and the road sign test.
- Pay a varying license renewal fee depending on the validity duration of your renewed credential:
  - $10 for a three-year license
  - $20 for a six-year license

Note:

The state DOR reserves the right to request additional paperwork if necessary. For instance, if you have legally changed your name, you will also have to furnish the corresponding name change proof.

The department will process your license renewal request as soon as it verifies the submitted paperwork and fee payment. You will receive your new credential by mail within seven to 10 working days. Until you get your permanent license, you can utilize the 30-day temporary credential issued to you over the counter at the time of application.

Tip:

When renewing your Missouri driver’s license, you can also have your name added to the state registry of organ and tissue donors.
Renewing by Mail

The option to renew a driver’s license by mail in Missouri is only available to applicants who are outside of the state on a valid reason. For instance, members of the U.S. armed forces and their dependents qualify for the mail-in renewal option. You can finalize the driving license renewal procedure by mail in a few simple steps:

- Fill out the DOR Mail-In Driver License Application (Form 4317).

- Obtain the standard proofs of your name, date of birth, place of birth, Social Security Number and state residency, as outlined above.

- Obtain evidence of your military service, such as a copy of your military ID, if applying as a member of the armed forces.

- Arrange payment for the applicable fee in the form of a check, money order or credit card info.

- Mail the above items to the following address:

  Driver License Bureau
  Attention MIL
  P.O. Box 200
  Jefferson City, MO 65105-0200

Note:

If you are not a member of the U.S. armed forces, your application will be accepted only if you have an up-to-date photo on file with the department.

Your renewal application will be processed within seven to 10 days after it is received by the state DOR. The department will mail your new credential to your out-of-state address. Note that military members can also renew their license in person upon their return within the state. In such cases, they will be required to furnish their expired credential and discharge papers, in addition to the standard renewal items.

Note:

Learn more about renewing your license by mail by contacting the state DOR by phone at: (573) 526-2407 or by sending an email at: dlbmail@dor.mo.gov.
Your driving license serves as your official identification document displaying your basic personal information and your residential address.

If you experience certain life changes that require you to update your personal data or living address, you will have to inform the state Department of Revenue as soon as possible. By doing so, you will avoid the fines and penalties that may result from driving with an outdated driver’s license. To explore two of the most common reasons for updating your license information in Missouri, read the sections below.

**Changing Your Name**

Updating the name on your driver’s license is a mandatory step if and when you make changes to your legal name, regardless of the reason. Keeping your license to drive up-to-date at all times is important since it is your primary form of identification. Therefore, once you legally change your name, you will be required to submit a name change request with the state DOR in order to obtain an updated driver’s license.

Prior to changing the name on your driving license, however, you are encouraged to update the name on your Social Security card, since the state DOR may check your Social Security record before processing any name change requests. To change your name with the Social Security Administration, you will have to submit the Application for a Social Security Card along with the corresponding name change documents either in person or by mail to a nearby Social Security office.

As soon as you update your name with the SSA, you can initiate the DOR name change procedure. To update your driving license name, you will have to complete the following steps:

1. Make an office visit to a nearby DOR location.
2. Submit the corresponding name change document, such as:
   - A court order authorizing a new name.
   - A marriage certificate.
   - A divorce decree.
   - Adoption papers or an amended birth certificate.
   - An updated passport or a Social Security card.
3. Furnish one proof of identity and one proof of state residency.
4. Have your new signature and photo taken.
5. Pay the fee for a duplicate credential, which varies depending on the validity duration:
   - $10 for three-year licenses
   - $12.50 for six-year licenses
As soon as the state DOR processes your paperwork and fee payment, it will issue you a replacement driver’s license in your new name. Note that the duplicate credential will retain the original expiration date. However, if you are updating your name within the last six months of your credential’s validity, you will instead be directed to initiate the license renewal process.

**Changing Your Address**

In addition to updating your driver’s license after changing your name, you will also have to update your driving record after moving to another residence within the state. However, unlike the name change procedure, you are not required to obtain an updated credential showing your new residential address when you change homes. The department only requires an updated mailing address in order to mail you important correspondences, such as renewal and suspension notices. To complete the mandatory process of updating the address on your driving record, you can submit either an electronic request via the internet or a written request by mail.

*Note:*

If you would like to obtain a corrected license to drive displaying your new address information, you can do so by applying for a duplicate credential.

**Changing Your Address Online**

To successfully change the mailing address on your driving record via the internet, you will be required to fill out the department’s Online Address Change Request. When completing the online address change form, applicants will be required to furnish the following types of information:

- Full name and date of birth
- Social Security Number
- Phone number and email address
- Old and new mailing address
- Driver license number

**Changing Your Address by Mail or Email**

If you are unable to update your mailing address via the internet, you can always fill out the DOR Mail-To Address Change Request (Form 4160) and submit it by mail or email. After completing the 4160 form with the same information as outlined above, you will be required to sign and date it before submitting it. If you choose to email your address change request, you will be required to forward it to the following email address: dormail@dor.mo.gov. If you choose to send it by conventional mail, on the other hand, you will have to send it to the following address:

**Missouri Department of Revenue**

P.O. Box 100
Jefferson City, MO 65105-0100
Do you need a replacement driving license as soon as possible and you are wondering where to get one?

Replacing your driver’s license is a straightforward procedure that can be completed through the state Department of Revenue. Note that you will be able to apply for a duplicate driving license in the event of:

- A lost or stolen credential.
- A damaged or destroyed credential.
- A name, birth date or gender changes.
- Adding various license designations, such as permanent disability or veteran designation.

If you meet one of the above conditions to replace your driver’s license, you can finalize the procedure via one of the methods outlined in the following sub-sections. Note that you will not be able to obtain a duplicate credential if you are within the last 184 days of your credential’s validity.
Replacing Your License in Person

To apply for a duplicate driving license in Missouri, motorists will most often be required to submit their request in person through a nearby DOR location. The standard in-person application procedure is comprised of the following steps:

- Visit a [local DOR license office](#).
- Furnish one photo identification document, such as:
  - A state-issued credential.
  - A passport.
  - A work or student ID document.
  - A military ID credential.
- Submit a non-photo identification document if unable to produce an ID with a photograph, such as:
  - A Social Security card.
  - A birth certificate.
- Submit a document supporting a name, gender or birth date change, if applicable.
- Provide documentation supporting a permanent disability, boater identification or veteran designation symbol, if applicable.
- Furnish proof of state residency, such as:
  - Utility bills.
  - Pay checks.
  - Mortgage paperwork.
  - Bank statements.

Pay the applicable fee. The cost for replacements of standard operator licenses are as follows:
- $10 for a three-year license
- $12 for a six-year license

**Note:**
For the full list of acceptable supporting paperwork, review the department’s acceptable [documentation page](#).
Replacing Your License by Mail

If you are unable to replace your Missouri driving license in person due to a temporary absence from the state, you can also submit your request by mail. Prior to applying for a duplicate credential while outside of the state, you will first be required to obtain the DOR Mail-In Driver License Application (Form 4317). After filling out and signing the 4317 form, you will be required to prepare your mail-in application package by including the following items:

- Proof of your military service or status of a dependent of a member of the military, such as:
  - A copy of your military photo ID.
  - A copy of your military orders.

- Evidence of your legal name, birth date and place of birth in the form of a legible photocopy of one of the following documents:
  - A certified Certificate of Birth
  - A citizenship certificate
  - A passport
  - A Certificate of Naturalization
  - A Certificate of Birth Abroad

- Proof of a Social Security Number or a letter from the Social Security Administration declaring eligibility for one.

- A name change document, if applicable.

- A document verifying your eligibility for a permanent disability, boater identification or veteran designation, if applicable.

Payment for the replacement license fee in the form of a check, money order or credit card info:

- $12.50 for a six-year license
- $10 for a three-year license

If paying by check or money order, write your driving license number. If paying by a credit card, on the other hand, you will be charged an additional transaction fee. You must mail your application packet to the following address:

Driver License Bureau
Attention MIL
P.O. Box 200
Jefferson City, MO 65105-0200

The state DOR will process your mail-in request within 10 working days after it receives your packet and fee payment. Once the department manufactures your new license to drive, it will mail it to your out-of-state address.

Tip:
You may also be able to fax or scan and email the 4317 form. For further information regarding the driving license replacement process, contact the state DOR at (573) 526-2407 or dlbmail@dor.mo.gov.
When operating a motor vehicle within Missouri, you must abide by the state motor vehicle laws at all times. If you violate the state rules and regulations regarding motor vehicle usage, you may be subjected to certain fines and penalties. One of the more severe penalties for driving license offenses is a suspended, revoked or denied driver’s license.

If you are penalized with a driving license suspension or revocation, you will be required to fulfill the reinstatement conditions of your penalty in order to regain your driving privileges. The steps in the reinstatement procedure will vary to a certain degree depending on the type and severity of your offense and the type of penalty that was administered by the state DOR.

**Note:**

While a driving license suspension does not remove your driving privileges, a license revocation will cancel your current driving license and you will be required to retake the DOR licensing exams.
Reasons for a License Suspension or Revocation

The department administers driving license suspensions and revocations for various traffic offenses. Some of the most common reasons that lead to suspension and revocation penalties are included below:

- Driving under the influence of drugs or alcohol
- Refusal to submit to an alcohol and/or drug test
- Altering the information on your driving license
- Leaving the scene of a traffic accident
- Furnishing incorrect information when applying for a DOR credential
- Failure to abide by the state financial responsibility laws
- Committing a felony while using a motor vehicle
- Accumulating a large number of demerit points on your record
- Failing to pay traffic tickets or child support installments

Note:

The above list is not all-inclusive and it only lists several types of offenses. For the full list of infractions punishable by law, contact the state DOR, a nearby driving license office or study the state driver's manual.

If you need more detailed information about the penalties present on your driving record, you can obtain a copy of your driver's transcript at a fee of $5.88 in person, by mail or fax. You can also learn more about any tickets, suspensions and revocations on your record by contacting the DOR interactive voice response system at (573) 526-2407.
Steps in the Driving License Reinstatement Process

If and when the Missouri DOR suspends, revokes or denies your driving license, you can reinstate it by meeting the conditions of your penalty and completing several steps. The initial steps to get your driving privileges back are listed below:

- Determine the reason for the suspension or revocation of your driving privileges by studying your driver’s record or the letter sent out by the DOR Driver License Bureau (DLB).

- Review all departmental actions taken against your driving license and the duration of the suspension and or revocation penalties.

- Consult the DOR suspension chart to find the forms that you must fill out and the total amount that you need to pay.

If you are reinstating your driving privileges after a failure to file an accident report, for instance, you will be required to pay a $20 reinstatement fee and submit the DOR Motor Vehicle Accident Report (Form 1140). If you refuse to submit to an alcohol test, on the other hand, you will need to furnish the SR-22 proof of insurance, proof that you have completed a substance abuse program and evidence of an installed ignition interlock device. The reinstatement fee in such cases amounts to $45.

When you are eligible to restore your driving license, you can submit your fee payment and the necessary forms in person at:

**Driver License Bureau**
Truman State Office Building
301 West High Street, Room 470
Jefferson City, Missouri

If you are unable to make an office visit, you can always contact the state DLB by phone at (573) 526-2407 and submit your fee payment with a valid payment card. You can also mail the cost payment and the necessary forms to the DLB address at:

**Driver License Bureau**
P.O. Box 200
Jefferson City, Missouri 65105-0200

**Note:**
If your license was suspended and/or revoked for several reasons, you will be required to file only one SR-22 insurance proof.

Driving While Intoxicated

One of the more serious types of traffic offenses is driving while intoxicated (DWI) by alcohol and/or drugs. Drivers who were stopped and/or arrested for driving with a high blood alcohol level may be penalized under both the state criminal law and the state administrative law.

The criminal law deals with the issued traffic ticket and the subsequent court conviction and resulting penalties. The administrative law, on the other hand, imposes separate suspension and/or revocation penalties for high blood alcohol content (BAC) levels and refusal to take a BAC test. Therefore, drivers who have committed a DWI offense may be penalized by both the department and the state courts.

For instance, first convictions for excessive BAC levels or DWI offenses lead to a 90-day court-ordered suspension. However, the state DOR may also administer a separate driving license suspension or revocation and add points to your driving record. If you were already convicted or suspended for an alcohol or drug-related offense within the previous five years, your license will be revoked for a period of 12 months.

If you were issued a Notice of Suspension/Revocation of Driving Privilege (Form 2385), you also have the option of requesting an administrative hearing with the state DOR. Note that you will be required to apply for an administrative hearing within 15 days of the issuance of the 2385 form. During the hearing, you will be granted the opportunity...
to contest the administrative penalty that is due to be imposed by the department.

Note:

For more information regarding the state DWI laws, contact the department and/or visit the corresponding DOR webpage.

Limited Driving Privilege

If your license was suspended or revoked, but you need it to drive to and from work, school or other important destinations, you may be eligible for the DOR Limited Driving Privilege (LDP) credential. To obtain the department’s hardship license, you will be required to meet certain eligibility requirements. For instance, certain types of convictions or administrative actions on your record may deem you ineligible for the LDP credential. The following list outlines several reasons that disqualify you from obtaining a hardship license.

- You have been convicted of a felony involving a vehicle within the previous five years.
- You have outstanding traffic tickets in Missouri or any other state.
- You have been convicted for driving while intoxicated (DWI) or driving with a high blood alcohol concentration (BAC).
- You have not yet met the reinstatement requirements of your suspension penalty.
- You have lost the status of a state resident.

Note:

For the full list of reasons you cannot get an LDP, study the corresponding DOR webpage.

If you qualify for a hardship license, you can obtain one by submitting a request to the state DOR or by filing a petition with your county circuit court. When applying for an LDP license through a DOR office, you will be required to fill out the Application for Limited Driving Privilege (Form 4595) and file an SR-22 insurance proof. You may also be required to install an ignition interlock device on your vehicle, depending on the nature of your offense. When filing a petition for a hardship license with your circuit court, on the other hand, you will be required to pay a filing fee and certain court costs. You will also be required to submit proof of financial responsibility to the state DOR.
If you are unable to drive or choose not to get a driving license, you can obtain a non-driver identification card through the Department of Revenue.

This state-issued identification document serves the same identification purposes as the standard driver’s license without granting any driving privileges. This section will provide you with the necessary information on how to apply for a state ID in a few steps.

Note that the state DOR issues its non-driver credentials with a standard six-year validity for applicants younger than 70 years of age. If you are a senior applicant older than 69 years of age, you are eligible for a non-expiring identification card. However, if you are applying for an ID card as a non-U.S. citizen, the department will issue you a credential with an expiration date that coincides with your approved stay within the country.
The ID Card Application Process

To successfully obtain your Missouri ID card, you will be required to submit your request in person through a DOR driver license office. To avoid a delayed and/or rejected application, collect the following paperwork prior to making your office visit:

- A document proving your name, date of birth and place of birth as a U.S. citizen, such as:
  - A U.S. passport or passport card.
  - A U.S. Certificate of Naturalization or Citizenship.
  - A U.S. Certificate of Birth.

- The corresponding immigration document indicating your lawful U.S. status, if applying as a non-U.S. citizen.

- Evidence of enrollment in or exemption from the Social Security program, such as a Social Security card or letter of exemption, correspondingly.

- Recent proof of state residency, such as:
  - A bank statement.
  - A tax receipt.
  - Utility bills.
  - Mortgage documents.

- A name change document, if you have recently changed your name, such as:
  - A divorce decree
  - A marriage certificate
  - A court order

Note:

The above list only outlines the most common examples of acceptable documentation. Click this link to review the full list of DOR-approved paperwork.

After submitting the above paperwork and filling out the corresponding application form, your DOR agent will ask you to pay the applicable $11 fee. Note that the department does not offer a discount for senior applicants. However, if you are applying for a non-driver identification card for voting purposes, you will not be required to pay any fee. Local DOR offices accept various forms of payment, such as cash, checks, money orders and payment cards.

As soon as the department verifies the submitted paperwork and cost payment, it will process your request for a non-driver identification card. You will receive your new ID card by mail within 10 business days. If you fail to receive your state ID, contact the department at: 573-526-2407 or at: dlbmail@dor.mo.gov.
Before you get behind the wheel, it is important to make sure that your vehicle is safe and prepared for any trip. This means checking the safety features and making any needed changes to your vehicle to guarantee a safe drive. Be sure to regularly check that your brakes are functioning properly and your tires are inflated and not worn out. Have the steering and suspensions checked by a mechanic.

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 items, matches and a whistle. During the winter months, it is also important to carry items such as blankets, non-perishable foods, a shovel and extra gloves and socks.

Winter Driving
One of the most dangerous times to drive is during the winter, especially if you live in an area that is prone to ice and snowfall. Consider the tips below to drive safely during the winter.
Don’t Rush!
Roads are often covered in snow and ice after snowfall. 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 your appointment.

Don’t Panic If You Skid or Slip
In the event that your vehicle does skid or slip while you are 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. This 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. It is also important that you remove any ice and snow from your car before you begin driving. This prevents the snow from blocking your view while you drive or flying off and hitting someone while the vehicle is in motion.
Things to Avoid

Drinking and Driving

Every year, thousands are killed as a result of drinking and driving. These unfortunate events can be prevented if drivers plan ahead of time and take certain steps.

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. Never allow someone drunk to drive. Instead, take away their 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 9-1-1 and contact authorities immediately. Make sure to avoid them on the road to ensure your own safety. This could mean you pulling over until they are at a safe distance from your car.

Using Your Phone

Driving while using your cell phone is one of the most dangerous actions you can perform. During those few seconds that your attention is diverted to your phone, a major accident could occur. Make sure to avoid texting, using the internet on your phone or receiving calls while you drive.

Aggressive Driving

Aggressive driving and drivers should both be avoided to prevent on-road aggression or accidents. Aggressive driving is categorized as exhibiting behaviors such as tailgating, verbally or physically harassing another driver or preventing another driver from merging or passing.

If you are an aggressive driver, you are putting others at risk every time you engage in any of the above behaviors. When you encounter a frustrating situation on the road, instead of becoming aggressive, take a moment, breathe and continue moving.
Wasting Gas

If you drive often, you can start looking for ways to save on those expensive trips to the pump. Some of the ways that you can start saving gas are by turning off the air conditioning, not leaving your engine running and avoiding speeding. These things are preventable and not necessary for you to drive. Therefore, you can quickly reduce the amount of gas you waste.

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 and your engine is properly tuned.
DOR

Hours and Locations

If you need clarification on or information regarding a certain DOR procedure, you can visit or contact the department. If you choose to make a visit to a nearby DOR office, you can find the closest location here.

You can either type your zip code or select an office from the left-side menu. Once you click on an office, it will display a map with the address, phone number, office hours, closing days and driving directions. Note that the DOR central office is located at the following address:

Harry S. Truman State Office Building
301 West High Street – Room 470
Jefferson City, MO 65101

If you would like to avoid visiting a DOR office without accomplishing your goal, you can also complete several procedure via the department's online services and contact the state DOR electronically. Common transactions that can be processed via the internet include changing your address and getting your driving record.

If you only need certain information, you can contact the department’s Driver License Bureau by phone or by email at:

573-751-4600 or dlbmail@dor.mo.gov

Other relevant phone numbers are included in the following list:

Interactive Voice Response System
(573) 526-2407

Administrative Alcohol (DWI) Suspensions, Hearings
(573) 526-2407

Points and Traffic Tickets
(573) 526-2407

License Issuance
(573) 751-4600

If you have certain general or other inquiries, you can also send an email to the following address: dormail@dor.mo.gov

Tip:
Driver examinations are performed by the Missouri State Highway Patrol (MSHP).