

## DMV FACT SHEET

This FACT SHEET reflects NC DMV policy and how to assist inmates of the Division of Adult Correction in planning their reentry back into society. This document addresses driver license eligibility requirements that will assure ease in obtaining a driver license clearance as well as a driver license or identification card issuance.

Official documents such as forms of identification, Social Security cards, driver's license, prison I.D, birth certificates, official release document should be included in the Transition Document Envelope (TDE). The envelope (TDE) and documents enclosed will be crucial in the transition and reentry process.

### **Proof of Identification and Proof of Residency:**

To receive a regular driver license in North Carolina, you must be at least 18 years of age, possess acceptable forms of personal identification and provide proof of residency. The forms or documents provided must reflect the full name and proof of the date of birth. Listed below are documents that may be submitted to obtain a North Carolina driver license or an identification card.

1. A certified birth certificate may serve as proof of date of birth and full name
2. Prison release photo ID or official release document may serve as proof of identity.
3. Original or photo copy of the Social Security Card or W2 of a work release initiative may serve as proof of SSN
4. A printout of the Division of Adult Correction **Official Release Document** may serve as proof of the residence address if the offender has been released from prison.
5. Expired N.C. driver license or identification card (if applicable) may serve as proof of full name, DOB and residence address.

### **Proof of Liability Insurance:**

Proof of liability insurance includes providing insurance documents such as:

1. DMV form DL-123 or the liability insurance policy binder; or the inception page or photo copy thereof,
2. The liability insurance documents must show the driver's name, the effective date of the policy, the expiration date of the policy, and the date the policy was issued.
3. Vehicle ownership is not required, however; a restriction will be placed on the driver license at the time of issuance. This restriction limits a driver to driving only fleet vehicles or company vehicles.

### **FAQ**

#### **Can an inmate obtain an N.C. DMV Identification Card prior to the time of release?**

• Yes, with a Division of Adult Correction official or a Correction designee. An ID can be obtained with proper identity documents as well as residence and mailing address verification documents. Once obtained, the identification card will be placed in the Adult Correction Transition Document Envelope.

#### **Can an N.C. driver license or ID card be renewed from a North Carolina correction facility via mail?**

• No, you must be present at a driver license office to submit the required identity documents for an identification card.

**14. Can duplicate or replacement DL/IDs be mailed to the prison facility?**

• Yes, the duplicate or replacement DL/ID can be mailed to the facility. Upon receipt the DL/ID will be placed in the Transition Document Envelope. An inmate can not be in the possession of either the DL or ID card during incarceration. During the office visit, the customer gives the examiner the mailing address of the facility. The customer's residence address will appear on the face of the DL/ID card and the address of the facility will appear in the mailing address field. The facility's address will only appear on the envelope as the mailing address.

**15. How can an offender take care of unresolved traffic tickets prior to release?**

• DMV has call centers that provide clearance information to any caller. The numbers are: 919.715.7000 or 919.861.3807. The caller should be able to state: full name, date of birth, social security number and of course the DL/ID number if applicable. The caller should request "requirements for driver clearance". Inmates may also send DMV a written request to: N.C. Division of Motor Vehicles/Problem Resolution Unit  
Driver Assistance Branch MSC 3118, Raleigh NC 27699-3118

**16. Can the driver record clearance process be obtained when an inmate first arrives at the prison facility?**

• Yes, the "requirements for DL/ID clearance" can be obtained at anytime. If a DL/ID record has outstanding citations or unresolved issues, DMV may generate a screen print reflecting details of each outstanding issue. Upon request from a Department of Correction management, this information can be faxed to the facility. The inmate may use this document as a checklist to assist in clearing the DL/ID record.

**17. Can inmates obtain a commercial driver license?**

• Anyone that meets the requirements of a CDL may obtain a CDL. There are several tests that are required: Knowledge test, vision and road safety signs tests, a Pre-trip test and a skills test on open highway in the class of vehicle in which you desire to obtain the CDL. The applicant must have the proper vehicle to complete the skills test. The cost of a CDL is: \$30 CDL application fee, \$15 per year issuance fee and \$3 per year for each endorsement. A commercial learner permit is \$15 and a replacement CDL or learner permit is \$10.

**18. What if I have an out-of-state license or ID card or have never applied for a NC DL/ID?**

• When an out-of-state license is transferred to NC, a knowledge test is required. If the out-of-state license has been expired more than one (1) year, a skills test is required. Tests are not required to obtain identification cards, however; verification of identity and proof of a residence address is required. Please refer to the list of identity and residence address verification documents on Page 1.

**19. How can I obtain a renewal of my current driver license if the driver license has expired?**

• If the driver license has not been expired more than one (1) year, the vision test and road safety signs test are required.  
• If the license has been expired more than one (1) year, the vision test, road safety signs test is required.