RENEW DRIVER'S PERMIT REQUIREMENTS

- 1. COMPLETED APPLICATION
- 2. VALID LOUISIANA CHAUFFEUR'S OR CDL LICENSE
- 3. PROOF OF CITIZENSHIP

Birth Certificate, Certificate of Naturalization, Valid U.S. Passport, Permanent resident card or Work Authorization document

- 4. CERTIFIED MOTOR VEHICLE RECORD (On line, Go to expresslane.org, select driver services, than select official drivers records online) or visit your local Department of Motor Vehicle Office
- 5. PROOF OF RESIDENCY (MUST BE IN APPLICANTS NAME AND DATED SIX MONTHS PRIOR TO APPLICATION DATE)

ACCEPTABLE DOCUMENTS:

UTILITY BILL, WATER BILL, LANDLINE TELEPHONE BILL, MORTGAGE OR RENTAL AGREEMENT

(APPLICANT MUST RESIDE IN ORLEANS, JEFFERSON, ST. BERNARD, ST. TAMMANY, PLAQUEMINES, ST. CHARLES, ST. JOHN THE BAPTIST OR ST. JAMES PARISH)

- 6. EMPLOYMENT LETTER FROM COMPANY THAT WILL EMPLOY YOU AS A DRIVER (LINE LETTER)
- 7. FEDERAL BACKGROUND/CRIMINAL HISTORY REPORT (\$50.00 money order, paid to NOAB- New Orleans Aviation Board)
- 8. DRUG TEST (\$20.00 paid to drug testing facility)

Payments can be made by Money Order or Cashier's Check (Paid to City of New Orleans) or Master Card or Discover Card Credit Cards only. The City is also accepting MasterCard and Discover for in-person transactions. (A 2.45% convenience fee will be applied to the transaction.) This payment could be paid before scheduling background or drug test appointments. All fees are non-refundable.

A PERMIT IS NOT TIMELY RENEWED UNTIL ALL ABOVE REQUIREMENTS AND RESULTS HAVE BEEN RECEIVED INTO THE TAXICAB BUREAU. IF THIS IS NOT COMPLETE, LATE FEES WILL APPLY PER CHAPTER 162-97 (A)