



Re-Establishing your Virginia Residency or Qualifying for a Virginia Address Requirement Exception

If you hold a Virginia driver's license or photo identification (ID) card, you must have a Virginia home or residence and mailing address (Virginia Code §46.2-323). Virginia law, however, does provide for exceptions to this requirement in limited situations.

If you currently have a non-Virginia address, you must have a Virginia address to continue holding your driver's license or photo ID card. If you want to change your address to a Virginia address, you must show proof of Virginia residency. If you have a non-Virginia address and want to provide proof that you qualify for an exception, you must show proof to support the exception.

Changing to a Virginia Address and Proving Your Virginia Residency

You must visit a Department of Motor Vehicles (DMV) customer service center and present documentation to prove your Virginia residency such as a utility bill, lease agreement, payroll check stub or original bank statement. The document presented for proof of Virginia residency must show your full name and Virginia address. A complete list of acceptable documents (DMV-141) to prove residency is available on the DMV website at www.dmvNOW.com.

Qualifying for an Exception to the Virginia Address Requirement

To prove that you qualify for an exception to the Virginia address requirement, you may visit your local DMV customer service center. If you are currently out-of-state and unable to visit a customer service center, you may mail the required documentation to DMV, P. O. Box 27412, Richmond, Virginia 23269, Attn: Driver's License Work Center, Room 311. It is important to note that the **ONLY** exceptions to the Virginia address requirement are listed below. If you do not fit one of these criteria, you can not renew or obtain a replacement driver's license or ID card unless you change your address to a Virginia address and prove Virginia residency.

Be sure to include your full name, customer number and date of birth when mailing your documentation to DMV. Photocopies are acceptable **ONLY** when mailing documents to DMV. If you visit your local DMV customer service center, you **MUST** bring original documents.

Active Member of the U.S. Armed Forces

You must provide DMV with one of the following:

- ▶ Current military orders, current military ID card, or current military leave and earnings statement

U.S. Citizen Employed Outside of the United States (including spouse and dependents)

You must prove that you are a U.S. citizen AND that you are employed outside of the U.S.

Proof of U.S. Citizenship (provide one of the following documents)

- ▶ Birth certificate issued by a U.S. state, jurisdiction or territory
- ▶ Unexpired U.S. passport
- ▶ Consular Report of Birth Abroad of a Citizen of the U.S. (FS-240)
- ▶ U.S. Certificate of Naturalization (form N-550, N-570 or N-578)
- ▶ U.S. Certificate of Citizenship (form N-560 or N-561)
- ▶ U.S. Citizen Identification Card (form I-197)

Proof of Employment Outside of the U.S. (provide one of the following documents)

- ▶ Letter from employer on letterhead that includes your full name, date of birth and non-U.S. address
- ▶ Preprinted pay-stub or employee ID card

(continued on reverse)

Bona Fide Resident of Virginia Temporarily Located Outside of Virginia

You must provide proof of your Virginia residency, such as a utility bill, lease agreement, payroll check stub, original bank statement, a Virginia tax return or parent's tax return listing the student as a dependent. The document presented for proof of Virginia residency must show your name and Virginia address. A complete list of acceptable documents (DMV-141) to prove residency is available on the DMV website at www.dmvNOW.com.

You must also prove that one of the following conditions exists.

Enrolled as a Student (provide one of the following documents)

- ▶ Current non-Virginia school record
- ▶ Correspondence from non-Virginia school including the student's name and address

Employed Outside of Virginia (provide one of the following documents)

- ▶ Letter from non-Virginia employer that shows employer's non-Virginia address and applicant's full name and date of birth
- ▶ Preprinted pay-stub or employee ID card showing a non-Virginia address

Family Reasons

If you are located outside of Virginia for an extended period of time for family reasons and wish to retain your non-Virginia address, write to DMV at P. O. Box 27412, Richmond, Virginia 23269, Attn: Driver's License Work Center, Room 311 and provide detailed information explaining your situation. You must include supporting documentation from an authority (e.g., doctor, lawyer, etc.) along with a contact number for verification. Each situation will be reviewed on a case-by-case basis.

Postal Irregularities

If you live on the border of Virginia and a neighboring state and are required by the U.S. Postal Service to maintain a non-Virginia mailing address you must provide detailed information explaining your situation.

