



Louisiana Department of Public Safety

Office of Motor Vehicles

2-8.00 Reinstatement Fees and Installment Agreements

Revised Date: 09/23/2026

Purpose

This policy discusses [driver management fees](#), [request for refunds](#), [installment agreement plans](#), and [debt recovery](#).

Driver Management Fees

Authority: [R.S. 22:1295](#); [R.S. 32:57.1](#); [R.S. 32:389](#); [R.S. 32:393.1](#); [R.S. 32:414](#); [R.S. 32:424](#); [R.S. 32:667](#); [R.S. 32:853](#); [R.S. 32:863](#); [R.S. 32:863.1](#); [R.S. 32:863.2](#); [R.S. 32:871](#); [R.S. 32:874](#); [R.S. 44:31](#); [Title 55](#); 18 U.S.C. 2721

Reinstatement of driver's license suspensions, revocations, disqualifications, and other services requires that fees be paid to the Office of Motor Vehicles.

Requirements:

- Acceptable Tender Types
 - To pay online or by phone
 - Credit/Debit cards (MasterCard, Visa, American Express, Discover)
 - To pay by mail
 - Certified checks
 - Cashier's checks
 - Money orders (Out-of-country money orders are not acceptable unless the amount is indicated in U.S. currency.)
 - Company check (The person being reinstated cannot endorse the check.)
 - All forms of payments listed above are accepted when paying at a customer service center.

Fees:

- Transaction Fees
 - \$5 per credit/debit card transaction fee for reinstatement when payment is made via the telephone.
 - \$2 per credit/debit card transaction fee for an official driving record (ODR) when purchased online.
 - \$1.25 plus 1% of transaction total will be charged when using a credit/debit card at a customer service center.
- Reinstatement Fees
 - Insurance Cancellation
 - \$125.00 if uninsured for up to thirty (30) days
 - \$275.00 if uninsured for thirty-one (31) to ninety (90) days
 - \$525.00 if uninsured for ninety-one (91) or more days
 - Notes

- Except for insurance cancellation sent to the Louisiana Department of Revenue Office of Debt Recover (LDR-ODR), there is a cap fee for insurance cancellation paid on the same day.
 - If the individual is **under the age of 65**, the cap fee is \$850.00 for the reinstatement fee only plus a \$25.00 administrative fee will be charged for each cancellation.
 - If the individual is **65 or older**, the cap fee is \$250.00.
 - An individual may choose to reinstate one cancellation at a time, however they may eventually pay more than the reinstatement cap fee for insurance cancellations, as the cap fee is calculated daily.
 - If it is an individual's first ever cancellation and the lapse in coverage was for 10 days or less, the cancellation may qualify for cancellation forgiveness and the fee may be waived. This can only be applied once in a lifetime.
- Notice of Violations (NOV)
 - \$110.00 for the first occurrence
 - \$260.00 for the second occurrence
 - \$510.00 for the third and subsequent occurrence
 - Notes
 - Occurrences are determined by the number of NOV's per vehicle identification number (VIN) that appear on the driving record.
 - If proof of insurance covering the date and time of the NOV is furnished after three (3) days, excluding Saturdays, Sundays, and legal holidays, from the date of violation, then a \$10.00 administrative fee is required. This does not count as an occurrence.
- Convictions under R.S. 32:414 (i.e. Violation of Revocation, Child Support, School Bus Violation, Departmental Act, etc.)
 - \$60.00 per suspension
- Written Promise Affidavits
 - Except for Shreveport City Court, \$100.00 per suspension
 - Shreveport City Court, \$87.50 per suspension
 - Notes
 - If multiple written promise affidavits are on the driving record with the same court date, court, and ticket number, only one reinstatement fee is collected.
- In Lieu of Affidavits; Out-of-State Affidavits
 - \$60.00 per suspension
 - Notes
 - If multiple written promise affidavits are on the driving record with the same court date, court, and ticket number, only one reinstatement fee is collected.
- Motor Carrier Affidavits
 - \$50.00 per suspension
- Submit; Submit .04 (Commercial Motor Vehicle); Submit Underage
 - \$50.00 per suspension
- Refusal; Refusal Out-of-State
 - \$50.00 per suspension
- Driving While Impaired (DWI)
 - \$100.00 for DWI first

- \$200.00 for DWI second
 - \$300.00 for DWI third and subsequent
- SR-22 Insurance Cancellation
 - \$60.00 if SR-22 insurance was required for an alcohol related offense
 - \$25.00 if SR-22 insurance was required for an accident related offense
 - Notes
 - If the SR-22 insurance is received on or before the 30th day from the date of the Official Notice, then no reinstatement fee is due.
- Accident Safety
 - June 17, 1998 to current
 - \$25.00 for the first occurrence
 - \$100.00 for the second occurrence
 - \$200.00 for the third and subsequent occurrence
 - Notes
 - Occurrences are determined by the number of accidents within a five-year period, provided the individual was suspended for Safety.
 - Multiple suspension for the same accident will be considered a single occurrence for the purpose of calculating reinstatement fees. The same fee will be imposed, regardless of the number of times the case is resuspended.
 - Prior to June 17, 1998
 - \$25.00 per accident suspension
- Accident Compulsory
 - \$50.00 per occurrence
 - Notes
 - As of August 15, 2001 the department no longer works accident compulsory files. However, the fee(s) for any files worked prior is collected.
- Official Driving Record (ODR)
 - \$16.00 per record
 - \$5.00 per master record
 - The only information on the master record is name, address, date of birth, sex, license number, class, issue date, expiration date, restrictions, endorsements, and status.
- Insurance Inquiry
 - \$15.00 per inquiry per vehicle
- Status/Photocopies
 - \$5.00 per document
- Implied Consent Documents/Photocopies
 - 25 cents per page
- OMV Policy/Photocopies
 - 25 cents per page (Headquarters)

Installment Agreement Plan for OMV Fees

Authority: [R.S. 32:8](#); [R.S. 32:429.4](#); [R.S. 47:1676](#)

Qualifying individuals may enter into an installment agreement with the Office of Motor Vehicles (OMV) for payment of outstanding fines, fees, and/or penalties, provided all other requirements have been met. Entering into an installment agreement will reinstate the individual's driver's license and/or motor vehicle registration privileges for the duration of the installment agreement, provided the individual does not default on the agreement or receive any new violations.

Eligibility:

- Applicants are **not** eligible to enter into an installment agreement if:
 - In bankruptcy
 - Holding a valid ex-offender provisional license
 - A company or business (must be an individual)
 - Already in an active installment agreement
 - For additional violations, a new installment agreement must be made.

Requirements

- All compliance (required documentation) must be on file with OMV.
- The individual entering into the installment agreement must know their driver's license number. OMV cannot provide the driver's license number by phone or email.
- The first payment or down payment is required at the time the individual enters into an installment agreement. All payments must be made by credit, debit, reloadable prepaid card, or bank account draft (ACH). This payment method will be used for all remaining payments, unless updated through the *Customer Portal*.
- A valid email address must be provided, to sign the installment agreement contract and receive notifications.
- For anyone other than the individual owing the fees, an original *Power of Attorney* must be provided prior to an installment agreement being created. The *Power of Attorney* will only be accepted if it specifically authorizes the agent to enter into an installment agreement and conduct financial transactions with the Office of Motor Vehicles.

General:

- To enter into an installment agreement or inquire into a defaulted installment agreement, use one of the options below:
 - **Online:** Submit a request on www.expresslane.org/contactus
 - Include a valid phone number on the request
 - **Telephone:** Call OMV Customer Service at (225) 925-6146, option 3
 - **In person:**
 - **OMV Customer Service Center:** Appointments are recommended and can be made at www.expresslane.org/appointments
 - **Public Tag Agents (PTAs):** Visit www.expresslane.org/locations to view a complete list of public tag agents that offer installment agreements
- Individuals are responsible for the following:

- Payment method is updated, allows for monthly drafts, not locked, and has sufficient funds/credit for the service fee and installment agreement fee charged each month
 - The installment agreement fee and service fee will appear as separate fees for each payment made.
- The information provided matches the information held by the financial institution for the payment method
- Notifications sent by email are read.
 - Note: Emails may go to the email's spam folder.

Fees:

- **Credit/Debit/Reloadable Prepaid Card** (for each payment)
 - 2.5% financial fee
 - \$3.00 transaction fee
- **Bank Account Draft** (for each payment)
 - \$1.00 financial fee
 - \$3.00 transaction fee
- **Monthly Installment Agreement Payments**
 - The installment agreement payment will be drafted on the 10th of each month, unless the customer has changed it to the 1st or 20th.
 - The second payment of the agreement will **not** be charged until at least thirty (30) days from the first payment.
 - **Example** - An agreement is entered on 06/04/2022. The next payment will be drafted on 07/10/2022.
 - **Example** - An agreement is entered on 06/15/2022. The next payment will be drafted on 08/10/2022.
- **Down Payments to Enter into Installment Agreements**
 - Initial Installment Agreement
 - A down payment will not be required for customers entering into their first installment agreement
 - Second or Subsequent Installment Agreement after a Default
 - Requires a 25% down payment (as of 6/23/2023)
 - The down payment was waived from April 8, 2020 to January 1, 2022, due to the economic hardships of COVID-19 and Hurricane Laura.
 - The down payment was waived from May 29, 2024 to January 20, 2025.
- **Late Fees and Missed Payments**
 - Failed payments for any reason will count as a missed payment and have a \$25 late fee added.
 - If the installment agreement is active, the missed payment and late fees must be paid through the customer portal. If entering into a new installment agreement the late fee(s) must be collected in the office or on the phone prior to starting the new installment agreement. **Late fee(s) cannot be added to an installment agreement.**
 - After six (6) missed payments and six (6) late fees the installment agreement will default after the 60th day if one of the following is not done:
 - The six (6) missed payments and all late fees are paid in full
 - The installment agreement and all late fees are paid in full
 - All late fees are paid, and a new installment agreement is entered into
 - The default of the installment agreement will result in:

- Suspended driver's license
- The outstanding debt will be referred to the Louisiana Department of Revenue Office of Debt Recovery (LDR-ODR), which will result in:
 - An additional 15% collection fee **for insurance violations**
 - **No longer qualify for the cap fee on insurance cancellations**
 - Funds will be seized, up to the amount of the outstanding debt with OMV plus any additional fees. A claim will also be filed with the United States Treasury Offset Program. Collection tools may be used to collect the outstanding debt referred to LDR-ODR which may include reporting the debt to a credit reporting agency or suspending and/or revoking a professional license.
- A reinstatement fee of \$60.00 for the default suspension.

Installment Agreement Online Customer Portal

The Office of Motor Vehicles' website (www.Expresslane.org) includes a "[Customer Portal](#)" for those in an active installment agreement. The portal allows those customers the ability to edit their personal information and payment type, view processed payments, check balance, print receipts, make additional payments (the scheduled monthly payments will still be processed accordingly), change the monthly automatic draft date, pay late fee(s) and missed payments, and/or pay in full.

General:

- **Managing Your Active Installment Agreement Online**
 - Visit www.expresslane.org.
 - Access the "Customer Portal"
 - Click "Online Services" from the top menu bar.
 - Click "Installment Plan".
 - Read the "Terms of Service". If agreeing to the "Terms of Service" and wish to proceed, click "Continue".
 - **Logging in to the Customer Portal**
 - **New Users** - If logging into the Customer Portal for the first time, click "Create Account". Once the account is created, enter a valid email address, driver's license number, and date of birth associated with the installment agreement on the next page. Then, click "Continue".
 - A validation code will be sent to the email address associated with the installment agreement account.
 - Type the validation code in the portal. Pick and answer three (3) security questions. Each security question must be different from the previous.
 - **Existing Users** - If an existing user, enter the email address and password previously set for installment agreement access. If the password is forgotten, click the "Forgot Password".

Request for Refunds - DMB

With a few exceptions, refunds requests shall be processed in the order received. Generally, refunds will be generated seven to ten days from the date the refund request was processed.

Exceptions:

- The following requests require manual processing; therefore, additional time should be allowed for receipt of fees:
 - Self-Insurance fees
 - Insurance Penalty fees
 - Refunds where the check must be mailed to an out-of-country address.

Requirements:

- Determine whether an overpayment of fees has occurred and submit the file with supporting documentation the Office of Motor Vehicles (OMV).
- No refund request will be initiated for \$5.99 or less.
- The \$8 handling fee will not be assessed on refund requests.
- **Nonrefundable Fees**
 - The service/transaction fee of \$1 - \$3 levied by local governing authorities is never refunded.
 - Credit card, debit card and e-check convenience fees cannot be refunded. This fee is used solely to defray the cost of using the credit card.
 - ACT 605 - The fee for a hardship license cannot be refunded.
 - If, at the time of reinstatement, documents are presented indicating a dismissal under Louisiana Code of Criminal Procedure Articles 893, 894 and the corresponding Refusal/Submit has been reinstated, the reinstatement or duplicate license fees will not be refunded.