



Louisiana Department of Public Safety  
Office of Motor Vehicles  
**Policy 3.04 Residency Requirements for Issuance of a  
Driver's License or Identification Card**

**Section:** 1. Issuance of Driver's License

**Effective Date:** 10/01/2013

**Revised Date:** 05/14/2021

**Authority:**

[R.S. 32:409.1](#)

To view Louisiana Statutes: <http://www.legis.state.la.us/>

**Background:**

- All applications for a driver's license or identification card must present at least one original document for proof of residency, which must include the applicant's name and Louisiana resident address.

**Requirements:**

- **Acceptable documents** include, but not limited to:
  - **Utility bill** for services installed at the applicant's residential address (i.e. water, sewer, gas, electric, cable/satellite TV, internet, telephone/cell phone, or garbage collection)
  - **Financial statement** (i.e. bank/credit union account, investment account, credit card account, or loan/credit financing)
  - **Applicant's unexpired Louisiana driver's license, permit, or identification card** that shows his/her current principle residence
  - **Employer verification**, including, but not limited to, one of the following:
    - Paycheck or paycheck stub
    - Letter from the employer on company letterhead
    - W-2 for earnings issued
    - Military orders issued
  - A Louisiana driver's license, permit, or identification card issued to the applicant's parent, guardian, spouse, or other immediate family member residing in the same household. The immediate family member must be present and provide his/her Louisiana driver's license, permit, or identification card in person.
  - Health insurance statement or explanation of benefits (EOB) for claim or a health care bill/invoice
  - State of Louisiana or Federal income tax return or refund check
  - Social Security documentation, including Social Security Annual Statement, Numerical Identification System record, or Social Security check
  - School record, transcript, report card, or student loan application
  - Homeowner's insurance policy or premium bill
  - Mortgage, payment coupon, deed, escrow statement, or property tax bill
  - Louisiana Voter Registration card
  - Auto-Insurance policy with applicant's name and address
  - Concealed Handgun Permit

- I-797A issued by the United States Citizenship and Immigration Services, unexpired
- I-797C issued by the United States Citizenship and Immigration Services, unexpired
- Refugee Address Verification Affidavit (DS-20)
- Current, valid, rental contract/agreement, and/or rent payment receipts, that includes rental agreement/leases for a home, apartment, mobile home, dorm, extended stay motel, retirement/assisted living home, or a letter from a shelter.
  - Document must indicate the dates of occupancy.
  - The date of application (visit to OMV) must fall within the dates of occupancy.
- The applicant may cross out non-essential information on the Proof of Principle Residence document (i.e. account numbers, financial figures, etc.)

**Exemptions:**

- Law enforcement officers, court officers, and members of their immediate families as defined in R.S. 32:409(C) shall be given the option of providing their official work address or post office box address instead of a residential address.
  - If an applicant exercises this option, then he/she shall not be eligible for voter registration at the driver's license facility as provided for in R.S. 18:114.
  - A Non-Disclosure Form ([DPSMV 1624](#)) must be completed and submitted with original proof of employment or retirement. The proof of employment or retirement must be dated within the most recent six (6) months. The original form and original proof of employment or retirement must be submitted along with application for imaging.
- Louisiana's [Address Confidentiality Program](#) is administered by the Louisiana Secretary of State's Office. The program provides relocated victims of abuse, sexual assault or stalking with a substitute address to use in place of their actual address when they apply for or receive state or local government services (e.g. driver's license, voter registration, public school records, etc.). Refer to the [Address Confidentiality Program](#) for more information on how to apply and eligibility requirements.
  - All applicants enrolled in this program will be issued an Address Confidentiality Program Authorization Card and must present it to the operator when requesting Address Confidentiality Program privileges.

**Related Policies:**

Section 1, Policy 6.00 [Identification Requirements](#)

Section 1, Policy 6.02 [Immigrant and Non-Immigrant Issuance](#)