

Section: 1. Issuance of Driver's License

Effective Date: 11/08/1980 **Revised Date:** 10/31/2025

Authority:

R.S. 32:412(D)(3)

R.S. 32:413

R.S. 32:410(E)(4)(b)

Objective: This policy outlines the procedure allowing a Louisiana resident, who is temporarily out of the state/country and is unable to return to Louisiana, to apply for a copy of his/her Louisiana driver's license or identification card.

Requirements:

- Application for Reconstructed DL/ID for Temp OOS residents (<u>DPSMV2013</u>)
- Proof of Louisiana residency
 - See Section 1, Policy 3.04, <u>Residency Requirements for Issuance of a Driver's License</u> or Identification Card for more information.
- Applicable fees in the form of money order, certified check, or cashier's check made payable to Office of Motor Vehicles.
- In addition to the items listed above the following documents must be provided, if applicable:
 - Active Duty Military
 - A copy of the active duty orders, Military Leave and Learning Statement (LES), or a letter from the applicants commanding officer indicating the applicant is currently active duty military
 - Dependents of Active Duty Military
 - A copy of active duty orders or a letter from a commanding officer listing the applicant as a dependent of an enlisted individual currently on active duty
 - Students Attending School Out-of-State
 - A current copy of the student identification card or school transcript indicating that the applicant is enrolled at the time of application
 - Commercial Driver's License (Duplicate Only)
 - Medical Examiner's Certificate (Form MSCA-5876)
 - CDL Supplemental Form (Form DPSMV2211), if applicable
 - Applicants Seventy (70) Years of Age or Older with a Disability that Precludes Person from Renewing in Person
 - A renewal by mail of a class D or E driver's license may be granted to a person seventy (70) years of age or older who is medically diagnosed with a disability that precludes that person from renewing his license in person upon submission of the required documents indicated above.

- A sworn affidavit by a physician certifying that the applicant possesses all cognitive functions necessary to be a prudent driver
- Required documents and necessary fees must be sent to the address indicated below for processing.

Eligibility:

- The following do **not** qualify for issuance of a reconstructed driver's license or identification card:
 - o First time issuance of a Real ID
 - A driver's license currently under suspension or revocation
 - A driver's license or identification card that has been expired for twelve (12) months or more
 - A driver' license or identification card that was renewed by mail or electronic commerce at the last occurrence of its expiration
 - o Driver's license or identification cards issued to alien student or non-resident aliens
 - Renewal of a commercial driver's license
 - o Addition of endorsements or restrictions to a driver's license

General:

Renewal of a Driver's License or Identification Card

- Applications for a class D or E driver's license with less than 180 days remaining before expiration will be processed as a renewal.
- Applications for an identification card with less than 90 days remaining before expiration will be processed as a renewal.

Issuance of a Duplicate Driver's License or Identification Card

- Driver's license or identification cards not within the renewal period will be processed as a duplicate and will indicate the same expiration date as the previous card issued.
- A duplicate commercial driver's license may be issued through the reconstructed process.
 - The applicant must provide a current and valid medical card.
 - A self-certification form must be provided if the driver's type of commerce has changed. This form is not necessary if the type of commerce has not changed.
 - Restrictions and/or endorsements shall not be added to a reconstructed CDL.

Voter Registration

- After receiving your reconstructed through the mail, the applicant may visit the Secretary of State website at https://voterportal.sos.la.gov/VoterRegistration/Registration to register to vote. The applicant will need the new audit number on the credential in order to complete the process.
- All required documentation and necessary fees must be mailed to:

Office of Motor Vehicles
Attn: Reconstructed License
P.O. Box 64886
Baton Rouge, LA 70896
Office of Motor Vehicles
Attn: Reconstructed License
7979 Independence Blvd.
Baton Rouge, LA 70806

• Failure to submit the required documents or necessary fees will result in the file being rejected.

Fees:

• Stolen Driver's License or Identification Card - The required fee may be waived if a detailed theft report listing the Louisiana credential is provided. The theft report must be submitted in addition to all other applicable documents listed in the requirement section above.

Related Policies:

Section 1, Policy 2.00 Fees And Duration Of License/ID Card

Section 1, Policy 3.04 Residency Requirements for Issuance of a Driver's License

Section 1, Policy 17.00 Delinquent Fees

Section 1, Policy 25.00 Military/Peace Corps Personnel And Dependents