

# IMPORTANT NOTICE FOR ANYONE APPLYING FOR OR RENEWING A DRIVING LICENCE.

Since 29th October, the process has changed. And now, you must apply in person at a new NDLS centre.

However, due to high levels of demand for the new licences, we're asking people to please **only** apply if your current licence expires ***within the next 4 weeks***.

We would like to apologise for any inconvenience caused, and we thank everyone for their patience during this initial period.

Also, to make sure your application can be processed as quickly as possible, we ask that you please make sure that you bring the correct original documents, along with your completed **new** application form which is available from [www.ndls.ie](http://www.ndls.ie) or Garda stations and NDLS centres.

**If you're applying for a new driving licence, you'll need each of the following:**

1. PHOTOGRAPHIC ID
2. EVIDENCE OF RESIDENCY ENTITLEMENT
3. EVIDENCE OF PPSN
4. EVIDENCE OF ADDRESS (NO MORE THAN 6 MONTHS OLD)
5. COMPLETED NEW APPLICATION FORM

*Please see table below for examples of accepted identity documents.*

*Please bring one item from each of the four lists below:*

**If you're renewing your licence, you'll need each of the following:**

1. CURRENT LICENCE
2. EVIDENCE OF PPSN
3. COMPLETED NEW APPLICATION FORM

<p><b>Photographic I.D.</b></p> <ul style="list-style-type: none"><li>• Irish Passport</li><li>• Current Passport for all non-Irish citizens</li><li>• Current National Identity Card for EU/EEA/Swiss Citizens</li><li>• Irish Certificate of Naturalisation</li><li>• Current UK photo driving licence</li><li>• Current Public Services Card</li><li>• Current Irish Travel Document</li></ul>	<p><b>Evidence of residency entitlement</b></p> <ul style="list-style-type: none"><li>• Irish/UK Long-form Birth Certificate or Adoption Certificate</li><li>• Certificate of entry in the Irish Register of Foreign Births</li><li>• Irish Passport</li><li>• Current Passport for all EU/EEA/Swiss Citizens</li><li>• Current National Identity Card for EU/EEA/Swiss Citizens</li><li>• Irish Certificate of Naturalisation</li><li>• Current Certificate of Registration (GNIB card) for non-EU/EEA/Swiss Citizens.</li></ul>
<p><b>Evidence of PPSN</b></p> <ul style="list-style-type: none"><li>• <i>Driver Theory Test certificates are not accepted</i></li><li>• Public Services Card/Social Services Card</li><li>• Correspondence from Revenue/Department of Social Protection showing PPSN</li><li>• P21/Tax Assessment/ Notice of Tax credits</li><li>• Receipt of Social Welfare Payment</li><li>• Medical Card / Drug Payment Scheme (DPS) Card</li><li>• Payslip or P60/P45</li></ul>	<p><b>Evidence of address</b></p> <ul style="list-style-type: none"><li>• Utility Bill (i.e. from your electricity/phone/gas/cable television/broadband provider). Printed online utility bills are accepted. Mobile phone bills are not acceptable</li><li>• Correspondence from an insurance company regarding an insurance policy</li><li>• Statement from Bank/Building Society/Credit Union (Statements from Store cards/catalogue companies are not acceptable)</li><li>• Letter from Department of Social Protection/Revenue</li><li>• Other official correspondence from an Irish state agency</li></ul>

*NB: In some instances the same document could satisfy more than one requirement. E.g. an Irish/EU passport is adequate as photo ID & proof of residency entitlement; a letter to you from Revenue showing your PPSN could be used as both proof of your address & proof of your PPSN.*

For further information visit [NDLS.ie](http://NDLS.ie) or call 0761-087-880.

View the handy information video at



National Driver Licence Service  
An tSeirbhís Náisiúnta um Cheadúnais Tiomána