



Dipårtamenton Kontribusion yan Adu'aña

DEPARTMENT OF

REVENUE AND TAXATION

GOVERNMENT OF GUAM

Gubetnamenton Guåhan

LOURDES A LEON GUERRERO, Governor Maga'hága
JOSHUA F. TENORIO, Lt. Governor Sigundo Maga'láhi

DAFNE M SHIMIZU, Director
Direktot
MARIE P. LIZAMA, Deputy Director
Segundo Direktot

INSTRUCTIONS FOR TEMPORARY ON-ISLAND MAIL-IN APPLICATION FOR

1. NON-REAL ID DRIVER'S LICENSES &
2. GUAM IDs FOR (U.S. CITIZENS ONLY)

v2022.11.23

DRT is temporarily allowing for mail-in renewals/replacements for NON-REAL ID Driver's Licenses and Guam IDs. This is for Guam residents only. Please note: This is a NON-REAL ID credential. REAL ID compliant Driver's License and Guam ID credentials are issued via in-office visits only. For Non-US Citizens requesting to renew or replace a Guam ID, please see the Guam ID Section below.

Instructions: Please download and print the following application. To prevent any delay, please ensure that all requirements listed below are met and the proper form of payment is enclosed with your application.

Driver's License Section:

****Renewal:** Licensee may renew ninety (90) days prior to expiration date.

IMPORTANT: If the Guam driver's license is expired for over one (1) year, a written examination is required. The applicant must be present to schedule for the written test.

****New Intermediate DL:** Must provide completed 8-hr Behind-the-Wheel certificate, completed Road Exam results, Learner's Permit, and traffic clearance. (Please note: Traffic clearances are valid for 30 days from date of issuance)

****Converting Intermediate to a Full License:** Applicant must have held their Intermediate Driver's License for twelve (12) months from the issue date and not have had any traffic violations throughout the duration of holding the license. Any holder who has violated any of the provisions of this Act shall not advance to the next stage of licensure for an additional period of six (6) months. If the expiration of the Intermediate License exceeds one (1) year, a written examination is required and must schedule an appointment online. The applicant must have a traffic clearance from the Superior Court of Guam. (Please note: Traffic clearances are valid 30 days from the date of issuance.)

Guam ID Section:

This is for renewals and replacements only. All new applicants must schedule an appointment online.

IMPORTANT: DUE TO THE REQUIRED DOCUMENTS UNDER THE GUAM ID POLICY FOR FOREIGN APPLICANTS, GUAM ID MAIL-IN RENEWALS AND REPLACEMENTS ARE FOR U.S. CITIZENS ONLY. ALL NON-U.S. CITIZENS MUST APPLY IN PERSON BY SCHEDULING AN ONLINE APPOINTMENT.

ALL GUAM ID APPLICANTS MUST PROVIDE AN ORIGINAL MAYOR'S CERTIFICATION (Mayor's Certifications expire after 30 days from date of issuance.)

Applicants applying for renewals or replacements must provide one of the IDs presented on #1 of Mail-In Requirements below.

****MINOR APPLICANTS MUST PROVIDE A PHOTOCOPY OF A VALID FORM OF ID OF THE PARENT WHOSE NAME APPEARS ON THE BIRTH CERTIFICATE, OR THE COPY OF ID OF THE COURT APPOINTED LEGAL GUARDIAN.**



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Driver's License Fee Schedule	Total Fee															
Replacement/Converting Intermediate to Full License- \$10.00 + \$3 Postage Fee	\$13.00															
3-Year Driver's License- \$25.00 + \$3.00 Postage Fee	\$28.00															
5-Year Driver's License- \$45.00 + \$3.00 Postage Fee	\$48.00															
Replacement Fee For All Classes- \$25.00 + \$3.00 Postage Fee	\$28.00															
<p>Late Penalties - \$5.00 for every three months for a maximum of \$40.00. The penalty will be in addition to the renewal fee. For example: An applicant's Driver's License expires on January 2 and the applicant applies for a 3-year driver's license renewal between the following dates:</p> <table border="1"> <thead> <tr> <th></th> <th>Penalty</th> <th>Total Fee Due</th> </tr> </thead> <tbody> <tr> <td>January 3 to April 2.....</td> <td>\$ 5.00</td> <td>\$ 30.00 (\$25 +5)</td> </tr> <tr> <td>April 3 to July 2.....</td> <td>\$ 10.00</td> <td>\$ 35.00 (\$25 +10)</td> </tr> <tr> <td>July 3 to October 2.....</td> <td>\$ 15.00</td> <td>\$ 40.00 (\$25 +15)</td> </tr> <tr> <td>October 3 to January 2 of the following year.....</td> <td>\$ 20.00</td> <td>\$ 45.00 (\$25 +20)</td> </tr> </tbody> </table>			Penalty	Total Fee Due	January 3 to April 2.....	\$ 5.00	\$ 30.00 (\$25 +5)	April 3 to July 2.....	\$ 10.00	\$ 35.00 (\$25 +10)	July 3 to October 2.....	\$ 15.00	\$ 40.00 (\$25 +15)	October 3 to January 2 of the following year.....	\$ 20.00	\$ 45.00 (\$25 +20)
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<p>NOTICE: Late penalty fees are determined as per post-marked date.</p>																
<p>Guam ID Replacements and Renewals are both \$25 + \$3 Postage Fee = \$28</p>																

MAIL-IN REQUIREMENTS: Please enclose the following documents with your application

- CLEAR COPY of your Guam Driver's License or one of the following valid (not expired) photo identifications:
 - Passport (U.S. or Foreign)
 - Military I.D. (Active, Retiree, Dependent ONLY)
 - Guam I.D.
 - Stateside I.D.

IMPORTANT: Facial features and information on the photo identification must be clear and legible.

- Complete and **NOTARIZED** driver's license application below
- Signature specimen SIGNED IN BLACK INK ONLY
- Two (2) U.S. Passport sized (2x2) color photos (Must be taken with a plain white background) (PLEASE DO NOT STAPLE PHOTOS TO APPLICATION)
- Eye Specialist Certification (**For DL renewals ONLY**)
- Traffic clearance from the Superior Court of Guam. Clearances are valid for 30 days. (**For Converting Intermediate to Full license holders only.**)
- ACTIVE DUTY IN THE ARMED FORCES WITH AN EXPIRED GUAM DRIVER'S LICENSE:** (To waive any late fees or testing) Must provide a clear copy of military I.D. (front and back) and military orders showing the date you were stationed or deployed out of Guam when your Guam driver's license expired. Your renewal fee will be waived; however, the processing and postage fee still applies. (THIS WAIVER DOES NOT APPLY TO SPOUSE OR DEPENDENTS) **NOTE: This waiver is only for renewals, not replacements Veterans, please see #3 on the application.**
- APPLICANT WITH A NAME CHANGE:** Must submit an **original or certified copy** of the following documents that apply: Marriage certificate, divorce decree (name must be stipulated), naturalization certificate, or court order name change. *All original documents will be returned.*
- PAYMENT:** Personalized check, U.S. money order, or U.S. cashier's check payable to: **TREASURER OF GUAM. IMPORTANT: DO NOT SEND CASH, FOREIGN MONEY ORDER, OR FOREIGN CASHIER CHECK.**



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Minimum Vision Requirements

1. **Color identification or the ability to identify the distinctive traffic control colors**
 - a. Able to distinguish between red, amber, and green in any traffic signal application
2. **Depth perception or the ability to judge distances**
 - a. Able to answer without hesitation questions concerning the relative positions or signs or other objects in illustration
3. **Peripheral vision or the horizontal visual field**
 - a. Able to see a field of at least 140o of horizontal vision or a total field of 70o, if only one eye has vision.
4. **Monocular visual acuity (Applicant is able to see with only one eye)**
 - a. *Without corrective lenses*
 - i. At least 20/40 vision
 - ii. Restriction: Outside mirror must be installed on the vehicle which the person operates on the side corresponding to the eye with no vision which provides a clear view to the side and rear of the vehicle
 - b. *With corrective lenses*
 - i. At least 20/40 vision
 - ii. Restriction: Outside mirror must be installed on the vehicle which the person operates on the side corresponding to the eye with no vision which provides a clear view to the side and rear of the vehicle, and corrective lenses must be worn while driving
5. **Coordinate use of both eyes in binocular vision (Applicant able to see with both eyes)**
 - a. *Without corrective lenses*
 - i. At least 20/40 vision in each eye
 1. Restriction: None
 - ii. At least 20/40 vision in one eye, but less than 20/40 vision in the other eye
 1. Restriction: Outside rear view mirror must be installed on the vehicle which the person operates on the side corresponding to his/her weaker vision, which provides a clear view to the side and rear of the vehicle
 - b. *With corrective lenses*
 - i. At least 20/40 vision in each eye
 1. Restriction: Corrective lens must be worn while driving
 - ii. At least 20/40 vision in one eye, but less than 20/40 vision in the other eye
 1. Restriction: Corrective lenses must be worn while driving and an outside mirror must be installed on the vehicle which the person operates on the side corresponding to his/her weaker vision, which provides a clear view to the side and rear of the vehicle