



# Online Services for Individuals

E-Services Account User Guide

TECHNICAL TRAINING TEAM

ENTERPRISE BUSINESS ALIGNMENT SERVICES

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# Introduction

The Department of Licensing (DOL) offers two options for you to conduct business online. Through License eXpress or the No Log On portal. This guide is broken into two sections that outline the steps to help you navigate through each option. Additionally, our virtual assistant, Waddles, is there to guide you and answer questions along the way!



Welcome to online services at DOL!

# License Express Account Set Up

## Getting Started

Welcome to License Express! Below are some benefits of registering for a License Express account.

With License eXpress (LX) for individuals you can renew or replace your:

- Tabs and decals for your vehicles, boats, and trailers.
- Driver license or Enhanced driver license (you must use LX to complete enhanced driver license transactions online).
- ID card or Enhanced ID.

Stay up to date by knowing when:

- Your tab or decal renewal is due.
- Your driver license or ID card expires.

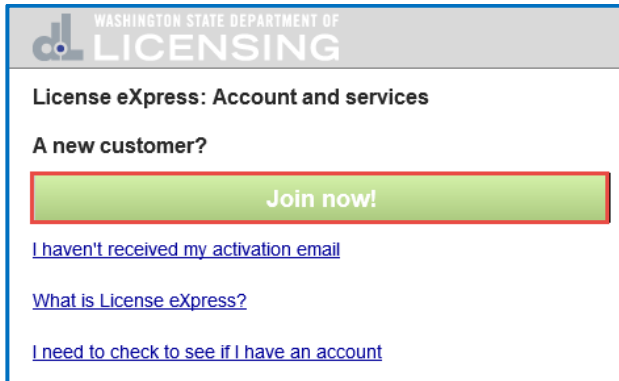
More features offered to you in LX:

- Find out how much your tabs will cost before renewing.
- Purchase your driving record.
- Replace your driver license or ID card.
- Sign up, update, or remove your email renewal reminders we send you for your vehicle or boat.

## Register For Your License eXpress Account

Use the following process to register for a License eXpress (LX) account if you do not already have one.

1. Go to [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Join now!** button.



WASHINGTON STATE DEPARTMENT OF LICENSING

License eXpress: Account and services

A new customer?

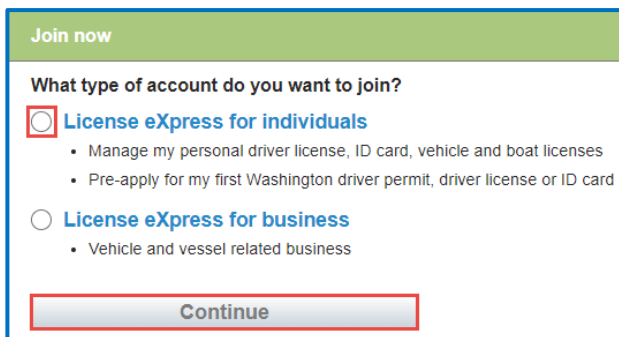
[Join now!](#)

[I haven't received my activation email](#)

[What is License eXpress?](#)

[I need to check to see if I have an account](#)

3. Select **License eXpress for individuals** and click **Continue**.



Join now

What type of account do you want to join?

License eXpress for individuals

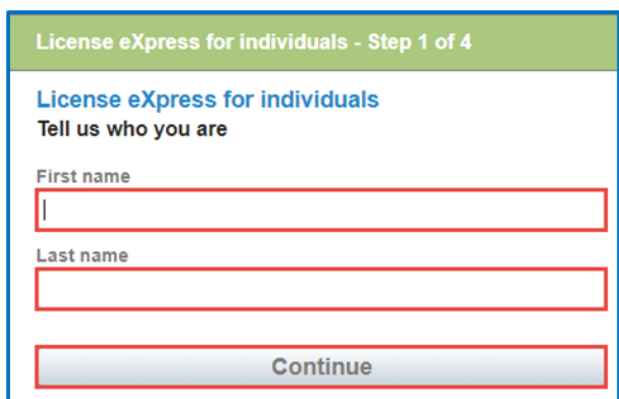
- Manage my personal driver license, ID card, vehicle and boat licenses
- Pre-apply for my first Washington driver permit, driver license or ID card

License eXpress for business

- Vehicle and vessel related business

[Continue](#)

4. Enter the First name, enter the Last name, and click **Continue**.



License eXpress for individuals - Step 1 of 4

License eXpress for individuals

Tell us who you are

First name

Last name

[Continue](#)

5. Enter the Username, enter the Email, Confirm email, and click **Continue**.

Registration - Step 2 of 4

**License eXpress for individuals**  
Zola, please continue setting up your account.

[I want to use my existing SecureAccess WA account.](#)

Username  
  
No spaces, 4 or more characters

Email

Confirm email

**Continue**

6. Enter the Password, Confirm password, and click **Register me**. Passwords must have 10 characters and at least 3 of the following: A number, a special character (\$ % #), an upper-case letter, and a lower-case letter.

Registration - Step 3 of 4

**License eXpress for individuals**  
Registering username: User21

Password must have 10 characters and at least 3 of the following:

- A number,
- A special character like (\$ % #),
- An upper case letter,
- A lower case letter.

Password

Confirm password

**Register me**

7. Check your email account for a message from 'noreply@dol.wa.gov' and click on the **activation** hyperlink. You cannot login until this step is complete.

Registration - Step 4 of 4

**License eXpress for individuals**  
You're almost done Zola!  
Please check your email.  
We've sent you an email containing your activation link. Click on the link to activate your account.

8. Enter your Username and Password and click **Login** to access your account.

WASHINGTON STATE DEPARTMENT OF LICENSING

License eXpress: Account and services

Thank you User2121, you have successfully activated your account. Please login to manage your account.

Username

Password

Login

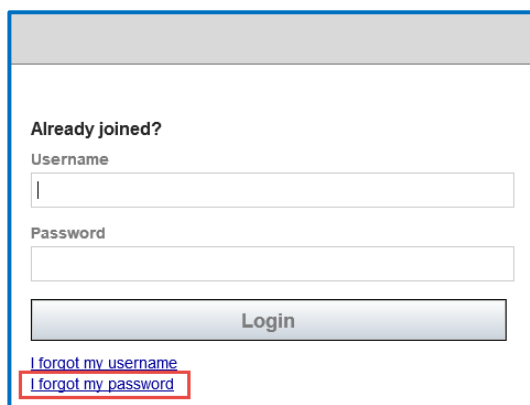
[I forgot my username](#)  
[I forgot my password](#)



## Reset Your Account Password

Follow the process below to reset your password. The Department of Licensing sends you an email to the address you provide. Wait 20 minutes before logging in with the new temporary password if your account is locked.

1. Go to [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **I forgot my password** hyperlink.



Already joined?

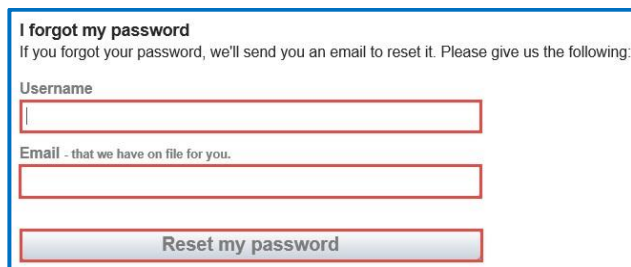
Username

Password

Login

[I forgot my username](#)  
[I forgot my password](#)

3. Enter the Username and Email and click **Reset my password**.



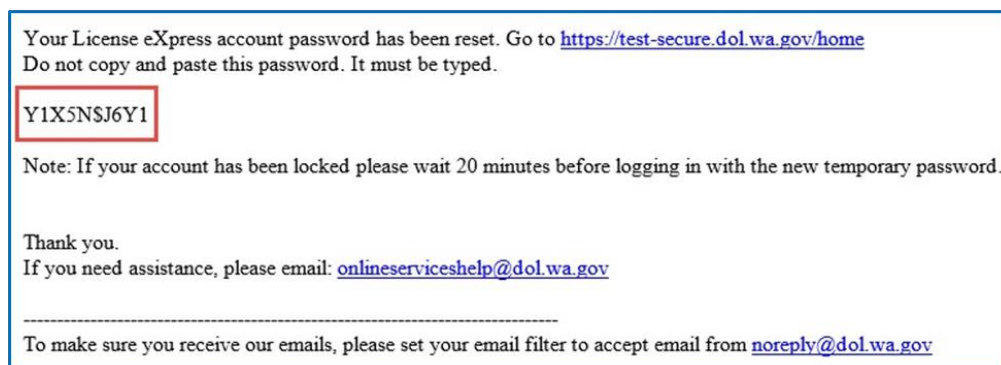
**I forgot my password**  
If you forgot your password, we'll send you an email to reset it. Please give us the following:

Username

Email - that we have on file for you.

Reset my password

4. Click the **Back** button to return to the login screen.
5. Check your email account to get the new temporary password and type it when logging in, do not copy and paste.



Your License eXpress account password has been reset. Go to <https://test-secure.dol.wa.gov/home>  
Do not copy and paste this password. It must be typed.

**Y1X5NSJ6Y1**

Note: If your account has been locked please wait 20 minutes before logging in with the new temporary password.

Thank you.  
If you need assistance, please email: [onlineserviceshelp@dol.wa.gov](mailto:onlineserviceshelp@dol.wa.gov)

-----  
To make sure you receive our emails, please set your email filter to accept email from [noreply@dol.wa.gov](mailto:noreply@dol.wa.gov)

# License Express Account Transactions

Once your License Express account is created you can complete the following transactions. This section is split into two parts: Driver License Transactions and Vehicle & Vessel Transactions.

## Driver License Transactions

### Add a Driver License or an ID to your License eXpress Account

Now that you have registered and activated your account, you can login to manage your account and services. Complete this process if **you already have a Washington state driver license or ID card**. Refer to the [Pre-Apply for your First Washington Driver License or ID Card](#) instructions, if you do not already have Washington driver license or ID card.

1. Go to [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Enter the Username, enter the Password, and click **Login**.

Already joined?

Please login to manage your account.

Username

Password

Login

[I forgot my username](#)

[I forgot my password](#)

3. Click the **LX: Manage my personal driver license, ID card, vehicle, and boat licenses** hyperlink. This hyperlink only shows the first time you login after the account is activated.

Manage my account and services

License eXpress: Account and services

Account settings

[View or update password, email address, etc.](#)

You attempted to access a service you aren't registered for or isn't allowing access. If the service is in your list, remove it and re-register as needed.

My services

[LX: Manage my personal driver license, ID card, vehicle, and boat licenses](#) [Remove](#)

[Join other DOL services](#)

[See what other state services I'm signed up for SecureAccess Washington](#)

4. Select **Yes** or **No** for the Do you have a WA licensing record dropdown menu, click **Next**, and complete one of the following processes:

Welcome to License eXpress

Introduction

What you'll need

You'll need information from legal documents

Refer to these for the information you provide

- Previous Driver License or State Id
- Birth Certificate
- Passport
- Social Security Card (if applicable)

Let's figure out next steps

Do you have a WA licensing record? \*

Required

Yes:

- a. Verify your information by completing the following fields and click the **Next** button:
  - i. First name. Alternatively, click the No first name hyperlink and click the I do not have a first name checkbox.
  - ii. Middle name. Alternatively, click the No middle name hyperlink and click the I do not have a middle name checkbox.
  - iii. Last name.
  - iv. Select the appropriate option from the Suffix dropdown menu, if applicable.
  - v. Date of Birth (DOB).
  - vi. WA license number (LIC#). Alternatively, click the Lost license? hyperlink if you are trying to replace your current License/ID.
  - vii. Social Security Number. Alternatively, click the No Social Security Number hyperlink and click the I don't have a Social Security # checkbox.

Welcome to License eXpress

**Introduction**

What you'll need

**Your information**

Basic information

### Verify your information

The information you provide must match what we have on record.

You will need to bring these documents in later as proof of identity.

**First name \***

Required

No first name?

**Middle name \***

Required

No middle name?

**Last name \***

Required

**Suffix**

Date of birth (DOB) \*

Required

**Social Security Number \***

Required

No Social Security Number?

No:

- a. Select the appropriate option from the What would you like to apply for dropdown menu and complete the applicable steps below, if applicable:
- b. Select the appropriate option from the Standard or enhanced license/ID dropdown menu.
- c. Select Yes or No for the Are you a U.S. citizen dropdown menu, if applicable. You must be a U.S. citizen to get an enhanced license/ID.

### Let's figure out next steps

Do you have a WA licensing record?

No ▼

---

What would you like to apply for?

*Required* ▼

---

Standard or enhanced license/ID?

*Required* ▼

---

Are you a U.S. citizen? \*

*Required* ▼

- d. Click the **Next** button.
5. Verify your Contact information by completing the following fields and click the **Next** button.
  - a. Email and Confirm email.
  - b. Select the applicable option from the Preferred phone type dropdown menu.
  - c. Phone number.

Welcome to License eXpress

---

**Introduction**

What you'll need

**Your information**

Basic information

**Contact information**

### Contact information

Email	Confirm email
NOMONIE@FAKEMAIL.COM	NOMONIE@FAKEMAIL.COM
Preferred phone type	Phone number <span style="color: red;">*</span>
Cell Phone <span style="float: right;">▼</span>	<i>Required</i>

6. Review the summary and click **Submit** to proceed or **Previous** to make changes.

## Pre-Apply for Your First Washington License, Permit, or ID Card

When you log in for the first time after registering your account, you will immediately start the pre-apply process. This process is for someone who does not already have a Washington state driver license or ID card. If you already have a WA state driver license or ID card, you will follow the shorter process to [Add a Driver License or an ID to your License eXpress Account](#).

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Complete the following information and click **Next**.
  - a. Select **Yes** or **No** from the Do you have a WA licensing record? dropdown menu.
  - b. Select the appropriate option from the What would you like to apply for? dropdown menu.
  - c. Select **Standard** or **Enhanced** from the Standard or enhanced license/ID? dropdown menu. You must be a U.S. citizen to get an enhanced license/ID.
  - d. Select **Yes** or **No** for the Are you a U.S. citizen? dropdown menu, if applicable.

### Let's figure out next steps

Do you have a WA licensing record?  
*Required*

What would you like to apply for?  
*Required*

Standard or enhanced license/ID?  
*Required*

Are you a U.S. citizen? \*  
*Required*

3. Complete the following information and click **Next**. The information you provide must match what we have on record.
  - a. Enter your First name. Alternatively, click the **No first name** hyperlink and click the **I do not have a first name** checkbox
  - b. Enter the Middle name. Alternatively, click the **No middle name** hyperlink and click the **I do not have a middle name** checkbox.
  - c. Enter the Last name and select the appropriate option from the Suffix dropdown menu, if applicable.
  - d. Enter the Date of Birth (DOB).
  - e. Enter the WA license number (LIC#). Alternatively, click the **Lost license** hyperlink if you are trying to replace your current License/ID.
  - f. Enter the Social Security Number. Alternatively, click the **No Social Security Number** hyperlink and click the **I don't have a Social Security #** checkbox.

Welcome to License eXpress

**Introduction**

What you'll need

**Your information**

Basic information

### Verify your information

The information you provide must match what we have on record.

You will need to bring these documents in later as proof of identity.

**First name \***

Required

[No first name?](#)

**Middle name \***

Required

[No middle name?](#)

**Last name \***

Required

**Suffix**

**Date of birth (DOB) \***

Required

**Social Security Number \***

Required

[No Social Security Number?](#)

4. Enter the Phone number and click **Next**.

Welcome to License eXpress

**Introduction**

What you'll need

**Your information**

Basic information

Contact information

**Contact information**

Email: NOMONIE@FAKEMAIL.COM

Confirm email: NOMONIE@FAKEMAIL.COM

Preferred phone type: Cell Phone

Phone number: *Required*

5. Complete the following steps, for the Physical appearance, and click **Next**.
- Select the appropriate options from the Feet and Inches dropdown menus.
  - Enter the Weight.
  - Select the appropriate option from the Gender dropdown menu.
  - Select the appropriate option from the Eye Color dropdown menu.
  - Select the appropriate option from the Do you wear corrective lenses dropdown menu.

Welcome to License eXpress

**Introduction**

What you'll need

**Your information**

Basic information

Contact information

**Physical appearance**

**Physical appearance**

Height and weight

Feet \* *Required*

Inches \* *Required*

Weight (lbs) \* *Required*

Additional information

Gender \* *Required*

Eye Color \* *Required*

Do you wear corrective lenses? \* *Required*



6. Complete the following steps for the Residential address and click **Next**.
  - a. Enter the Street address and select the appropriate option from the Unit type dropdown menu and enter the Unit, if applicable.
  - b. Enter the City and Zip code.
  - c. Select **Yes** or **No** from the Is this also your mailing address dropdown menu. If you select No, you have an opportunity to enter your mailing address in a later section.

Welcome to License eXpress

**Residential address**

Enter your address below.

Street address \*  Street 2

Unit type  Unit

City \*

State WA - WASHINGTON

Is this also your mailing address? \*

Zip code \*

7. Verify the address and click **Next**.
8. Complete the following steps for the Mailing address, if applicable, and click **Next**.
  - a. Enter the Street address and select the appropriate option from the Unit type dropdown menu and enter the Unit, if applicable.
  - b. Enter the City and select the appropriate option from the State dropdown menu.
  - c. Enter the Zip code.

Welcome to License eXpress

**Mailing address**

Enter your address below.

Street address \*  Street 2

Unit type  Unit

City \*

State WA - WASHINGTON

Zip code \*

9. Confirm the mailing address and click **Next**, if applicable.

10. Complete the following for Previous license, ID card, or Instruction permit and click **Next**.
  - a. Select **Yes** or **No** for the Have you ever had or do you currently have a driver license, permit, or ID card from another jurisdiction dropdown menu.
  - b. Select the appropriate option for the Do you have this card in your possession dropdown menu. Skip to step 11 when selecting No.
    - i. Select the appropriate option from the Type of Driver License or ID dropdown menu.
    - ii. Select the appropriate option from the Issuing jurisdiction dropdown menu.
    - iii. Enter the Issue date and the Expiration date.
    - iv. Enter the Name as it appears on the card and the Driver's license or ID number.
    - v. Select the appropriate options from the following dropdown menus, if applicable:
      - A. Is this a photo document?
      - B. Is this a temporary document?
      - C. Is this an enhanced card?

The screenshot shows a web form titled 'Welcome to License eXpress' with a sidebar on the left containing navigation links: Introduction, What you'll need, Your information, Basic information, Contact information, Physical appearance, Address, Residential address, Verify residential, and Previous license. The 'Previous license' section is active, showing a dropdown menu with 'Previous license/ID' selected.

The main form area is titled 'Previous license, ID card or instruction permit' and contains the following fields:

- 'Have you ever had or do you currently have a driver license, permit, or ID card from another jurisdiction?' with a dropdown menu set to 'Yes'.
- 'Do you have this card in your possession?' with a dropdown menu set to 'Yes' and a note: 'You must bring this with you when you visit a licensing office.'
- 'Type of driver's license or ID' with a dropdown menu set to 'Personal Driver License'.
- 'Card information' section:
  - 'Issuing jurisdiction \*' with a dropdown menu set to 'Required'.
  - 'Issue date \*' with a date picker set to 'Required'.
  - 'Expiration date \*' with a date picker set to 'Required'.
  - 'Name as it appears on card \*' with a text input set to 'Required'.
  - 'Driver's license or ID number \*' with a text input set to 'Required'.
  - 'Is this a photo document? \*' with a dropdown menu set to 'Required'.
  - 'Is this a temporary document? \*' with a dropdown menu set to 'Required' and a link 'What is a temporary document?'.

11. Review the summary and click **Submit** to proceed or **Previous** to make changes.
12. Click the **Print** button to print your pre-application. The pre-application contains your WA state license, permit, or ID number. The number is 12 characters and starts with the letters "WDL". The document will open as a PDF in a separate window or tab. Click the **Continue** button to go to your homepage.

## Change Your License or ID Card Address

You can change your residence address for your WA driver license, permit, or ID card. If you have a separate mailing address, you can add or change it from your license eXpress account. There is no cost to change your address unless also request a new driver license, permit, or ID card to reflect the new address.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Change your address** hyperlink.

**Driver Information**

ZOLA ELLIS GREY  
WDL4R1P3705B

You have unread messages

**Residential Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

**Mailing Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

- Change your address
- Purchase driving record
- Add a vehicle
- Add a boat
- Request a DUI Hearing
- Request a Non-DUI Hearing
- Update email renewal notices
- View messages
- View submissions
- Schedule an appointment

3. Review the What you'll need information and click **Next**.
4. Select **No** from the Is your residential address up to date? dropdown menu.
5. Enter the Street address.
6. Select the appropriate option from the Unit type dropdown menu and enter Unit, if applicable.
7. Enter the City and the Zip code.
8. Select **Yes** or **No** from the Is this also your mailing address? dropdown menu and click **Next**.

**Change Address**

**Start page**  
What you'll need  
Address  
Residential address

**Current residential address**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

**Current mailing address**  
No mailing address (same as residential)

**Residential address**

Is your residential address up to date?  
No

Street address \*  
Required

Unit type Unit  
WA - WASHINGTON

State  
WA - WASHINGTON

Is this also your mailing address? \*  
Required

**Current mailing address**

Street 2

City \*  
Required

Zip code \*  
Required

9. Verify the residential address and click **Next**.

10. Select **Yes** or **No** from the Is your mailing address up to date? dropdown menu and click **Next**. Complete the additional steps below when selecting No.

- a. Enter the Street address.
- b. Select the appropriate option from the Unit type dropdown menu and enter Unit, if applicable.
- c. Enter the City.
- d. Enter the Zip code.
- e. Click the **Next** button.

Change Address

**Start page**

- What you'll need
- Address**
- Residential address
- Verify residential
- Mailing address

**Current residential address**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

**Current mailing address**  
No mailing address (same as residential)

Mailing address

Is your mailing address up to date?  
No

Street address \*  
Required

Street 2

Unit type Unit  
City \*  
Required

Zip code \*  
Required

State  
WA - WASHINGTON

11. Verify the address, if applicable, and click **Next**.

12. Select **Yes** or **No** to answer the Do you want to register to vote or update your voter registration question. Complete the additional step below when selecting Yes.

a. Review the following voter registration statements:

- I am a citizen of the United States
- I am not disqualified from voting due to a court order, and not under the Department of Corrections supervision for a Washington felony conviction,
- I've lived in Washington at this address for 30 days immediately before the next election at which I vote, and
- I'm at least 18 years old or am at least 16 years old and will vote only after I turn 18.

b. Click **I certify the above statements are true** checkbox, if applicable.

The screenshot shows a web form titled "Change Address". On the left is a dark blue sidebar with navigation links: "Start page", "What you'll need", "Address" (with sub-links for "Residential address", "Verify residential", "Mailing address", "Verify mailing"), and "Voter registration" (with a "Register to vote" button). The main content area is white and contains the following information:

- Current residential address:** 1125 WASHINGTON ST SE OLYMPIA WA 98501-2283
- Current mailing address:** No mailing address (same as residential)
- Register to vote:** Do you want to register to vote or update your voter registration?
  - Yes, We'll send your information to the Secretary of State
  - No
- Registration statements:**
  - I am a citizen of the United States,
  - I am not disqualified from voting due to a court order, and not under the Department of Corrections supervision for a Washington felony conviction,
  - I've lived in Washington at this address for 30 days immediately before the next election at which I vote, and
  - I'm at least 18 years old, or am at least 16 years old and will vote only after I turn 18.
- I certify the above statements are true. \*

At the bottom, a disclaimer states: "If you knowingly provide false information on this voter registration form or knowingly make a false declaration about your qualifications for voter registration you will have committed a class C felony that is punishable by imprisonment for up to 5 years, a fine of up to \$10,000 or both."

13. Click the **Next** button.

14. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

15. Click **Print** to print the transaction confirmation or **Continue** to return to your homepage.

## Purchase Your Driving Record

You can purchase your own driving record through your license eXpress account. The drive record costs \$13, and the fee is non-refundable. Once you purchase the driver record it is available for 30 days to view or print from your account. The four types of records you can purchase are the following:

1. Assessment
2. Employment
3. Full
4. Insurance

Complete the following steps to purchase your driving record:

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Purchase a driving record** hyperlink.

**Driver Information**

ZOLA ELLIS GREY  
WDL4R1P370SB

You have unread messages

Change your address  
**Purchase driving record**  
Add a vehicle  
Add a boat  
Request a DUI Hearing  
Request a Non-DUI Hearing  
Update email renewal notices  
View messages  
View submissions  
Schedule an appointment

**Residential Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

**Mailing Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

3. Read the introduction information and click **Next**.
4. Select the appropriate option from the record type dropdown menu and click **Next**.

Purchase driving record

**Introduction**

What you'll need

**Driver record**

Driving record type

**Type of driving record**

Select record type \*

Required

5. Review the Fee details page and click **Next**.
6. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

7. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

<p><b>Payment</b></p> <p>Select an option to continue.</p> <ul style="list-style-type: none"> <li>Pay with a bank account for no added fees.</li> <li>Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.</li> </ul> <p><b>Submission</b></p> <p><b>Request driving record</b> \$13.00 <span>Delete</span></p> <ul style="list-style-type: none"> <li>Record Type: Full</li> </ul>	<p><b>Summary</b></p> <p>Subtotal \$13.00</p> <p><b>Total Amount Due \$13.00</b></p> <p><b>Pay with Bank Account</b></p> <p><b>Pay with Debit/Credit Card</b></p> <p>Cancel</p>
--	---

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

Bank Account Payment

---

**Bank Account Information**

Bank Account Type \*

Checking

Savings

Routing Number \*

Required

Populate Bank Information

Account Number \*

Required

Confirm Account Number \*

Required

Save this payment channel for future use

No  Yes

**Payment Amount**

Web ACH payment for driver service transactions.

Payment Date

22-Mar-2022

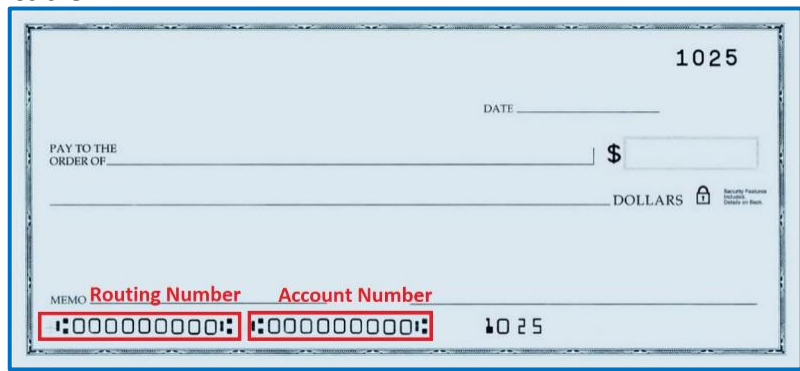
Amount

10.00

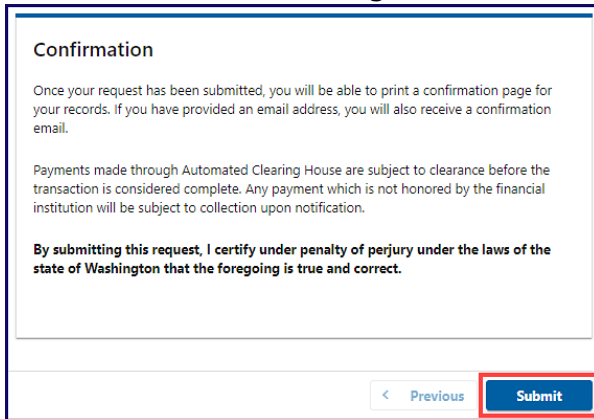
Confirm Amount \*

Required

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



vii. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

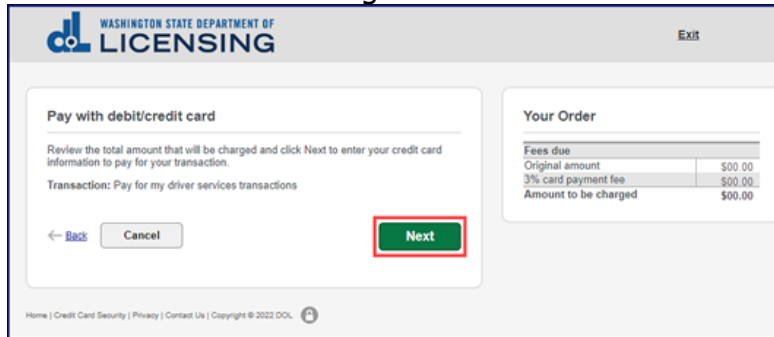
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

[← Previous](#) [Submit](#)

b. Pay with Debit/Credit Card:

i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

[← Back](#) [Cancel](#) [Next](#)

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**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

ii. Enter the First Name (as it appears on your card).

iii. Enter the Last Name (as it appears on your card).

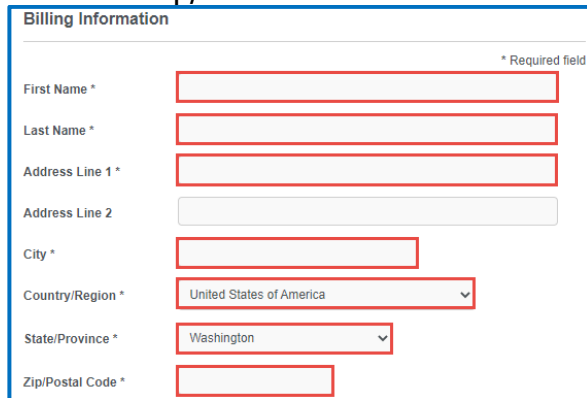
iv. Enter the Address 1 and 2 (as it appears on your card statement).

v. Enter the City.

vi. Select the appropriate option from the Country/Region dropdown menu.

vii. Select the appropriate option from the State/Province dropdown menu.

viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*




- viii. Select the Card Type.
- ix. Enter the Card Number.
- x. Select the appropriate option for the Expiration Month dropdown menu.
- xi. Select the appropriate option for the Expiration Year dropdown menu.
- xii. Enter the Card Verification Number (CVN).
- xiii. Click the **Pay** button.

- 8. Click the **Next** button.
- 9. Review the information and click **Submit**.
- 10. Read the information in the dialog box. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct.

- 11. Click the **Print Documents** button to print the driving record and receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.


12. Click the **View your purchased driving record (expires in 30 days)** hyperlink if you need to access your purchased driving record again. You have 30 days from the date of purchase to access the record.


 Driver Information

**EMME MARIE ANTHONY**  
**WDL4SRB72SB**

**Residential Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

**Mailing Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

 [View your purchased driving record \(expires in 30 days\)](#)

 You have unread messages

[Change your address](#)

[Purchase driving record](#)

[Add a vehicle](#)

[Add a boat](#)

[Request a DUI Hearing](#)

[Request a Non-DUI Hearing](#)

[Update email renewal notices](#)

[View messages](#)

[View submissions](#)

[Schedule an appointment](#)

## Request a DUI Hearing

You can request a DUI hearing online if it has been **7 days or less since your arrest date**, you complied with or refused a breathalyzer test at the time of your arrest, and you have a Washington state driver license. The DUI hearing requires a **non-refundable fee of \$375**. You can apply for a waiver if you have financial difficulties.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Request a DUI Hearing** hyperlink.

**Driver Information**

ZOLA ELLIS GREY  
WDL4R1P3705B

You have unread messages

Change your address  
Purchase driving record  
Add a vehicle  
Add a boat  
**Request a DUI Hearing**  
Request a Non-DUI Hearing  
Update email renewal notices  
View messages  
View submissions  
Schedule an appointment

**Residential Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

**Mailing Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

3. Read the What you'll need page and click the **Next** button.
4. Select **Yes** or **No** from the Is your contact information up to date dropdown menu and click **Next**. Complete the additional steps below when selecting No.
  - a. Enter the Preferred name, if applicable.
  - b. Select the appropriate option from the Phone type dropdown menu, if applicable.
  - c. Enter the Phone number, if applicable.
  - d. Enter the Email address, if applicable.
  - e. Confirm the email address, if applicable.

Request a DUI hearing

**Introduction**  
Introduction  
**Driver information**  
Contact information  
Update contact info

**Contact Information**

Preferred name  
JPAZZAZ

Phone type  
Cell Phone

Phone number  
(360) 999-9999

Email  
JPAZZAZ@DOL.WA.GOV

Confirm email  
JPAZZAZ@DOL.WA.GOV

- f. Click the **Next** button.

5. Select **Yes** or **No** from the Is your address up to date dropdown menu and click **Next**. Complete the additional steps below when selecting No.
  - a. Enter the Street address.
  - b. Select the appropriate option from the Unit type dropdown menu and enter Unit, if applicable.
  - c. Enter the City.
  - d. Select the appropriate option from the State dropdown menu.
  - e. Enter the Zip code.
  - f. Click the **Next** button
  - g. Verify the address and click **Next**.
6. Complete the following Hearing information and click **Next**.
  - a. What day did you receive your ticket?
  - b. What is your citation number? Alternatively, click the **I don't have a citation number** checkbox.
  - c. Select **Yes** or **No** to the Do you need an interpreter dropdown menu.
  - d. Select the appropriate option from the What language you need dropdown menu, if applicable.
  - e. Select **Yes** or **No** to the Do you have an attorney dropdown menu.

Request a DUI hearing

**Introduction**

- Introduction

**Driver information**

- Contact information
- Current mailing
- Verify mailing

**Hearing details**

- Hearing information**

**Hearing information**

**Citation identifying information**

What day did you receive your ticket? \*

Required

What is the citation number? \*

Required

I don't have a citation number

**Interpreter information**

Do you need an interpreter? \*

Required

**Attorney information**

Do you have an attorney? \*

Required

- f. Complete the additional steps below, if applicable:
  - i. What is your attorneys phone number?
  - ii. What is your attorney’s email?
  - iii. What is your attorney’s first name?
  - iv. What is your attorney’s middle name?
  - v. What is your attorney’s last name?

- vi. Click the **Next** button.
- vii. Complete the following attorney address information, if applicable:
  - A. Enter the Street address
  - B. Select the appropriate option from the Unit type dropdown menu and enter Unit, if applicable.
  - C. Enter the City.
  - D. Enter the Zip code
  - E. Click the **Next** button.

7. Verify the attorney address and click **Next**.

8. Review the Fee details and click the checkbox to agree to the following:

**I agree and certify that I'm the person previously identified and that the information is true and correct and I'm presently eligible to contest the suspension, revocation, or denial of my driving privileges. I also authorize the Dept. Of Licensing to charge my debit card, credit card, or bank account for \$375 and to retrieve the information to process the request. I also agree to all of the terms, conditions, and notices that apply to my use of this website in completing my request. I also understand the fee is non-refundable.**

Request a DUI hearing

**Introduction**

- Introduction

**Driver information**

- Contact information
- Current mailing
- Verify mailing

**Hearing details**

- Hearing information
- Attorney address
- Verify attorney address

**Fees**

- Fees

**Fee details**

Below are the fees you will be charged for this transaction.

**Fees**

Hearing	\$375.00
---------	----------

**Total: \$375.00**

I agree and certify that I'm the person previously identified and that the information is true and correct and I'm presently eligible to contest the suspension, revocation or denial of my driving privileges. I also authorize the Dept. Of Licensing to charge my debit card, credit card, or bank account for \$375 and to retrieve the information to process the request. I also agree to all of the terms, conditions, and notices that apply to my use of this website in completing my request. I also understand the fee is non-refundable.

9. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

10. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

**Payment**

Select an option to continue.

- Pay with a bank account for no added fees.
- Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.

**Submission**

DUI hearing request	\$375.00	Delete
---------------------	----------	--------

Violation Date: 7/1/2021

**Summary**

Subtotal	\$375.00
<b>Total Amount Due</b>	<b>\$375.00</b>

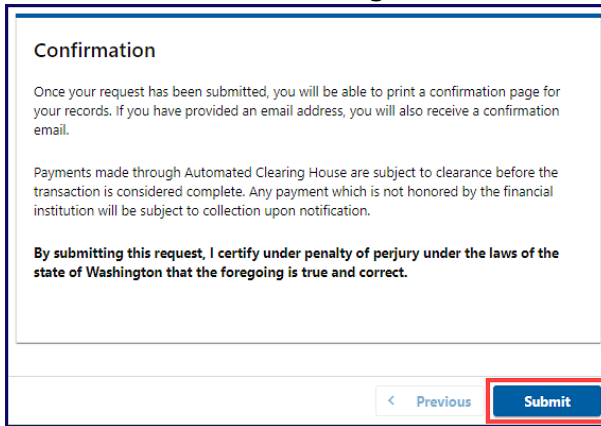
Pay with Bank Account

Pay with Debit/Credit Card

Cancel



- vii. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

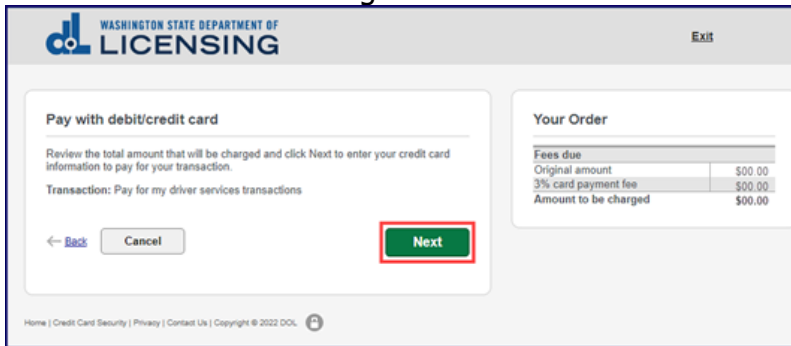
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

< Previous **Submit**

- b. Pay with Debit/Credit Card

- i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

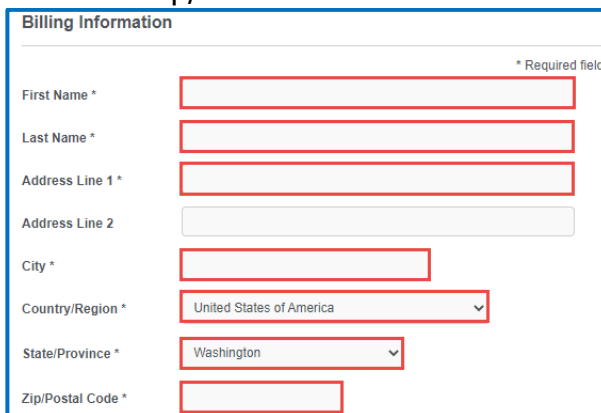
Transaction: Pay for my driver services transactions

< Back Cancel **Next**

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Your Order	
Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

- ii. Enter the First Name (as it appears on your card).
- iii. Enter the Last Name (as it appears on your card).
- iv. Enter the Address 1 (as it appears on your card statement).
- v. Enter the City.
- vi. Select the appropriate option from the Country/Region dropdown menu.
- vii. Select the appropriate option from the State/Province dropdown menu.
- viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*



- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

Payment Details

Card Type \*

VISA Visa  Mastercard

Amex

Card Number \*

Expiration Month \*  Expiration Year \*

CVN \*

This code is a three or four digit number printed on the back or front of credit cards.

11. Click the **Next** button.

12. Review the information and click **Submit**.

13. Read the information in the dialog box. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct.

Confirmation

Submit Your Transaction

Clicking "OK" will submit your request. Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

14. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

Submission	
DUI hearing request	\$375.00 <a href="#">View more details</a>
Violation Date: 7/2/2021	

Summary	
Subtotal	\$375.00
<b>Total Amount Paid</b>	<b>\$375.00</b>

Thank you for making your payment.

## Request a Non-DUI Hearing

You can request a non-DUI hearing if it has been **15 days or less** since you received a notice of suspension or revocation from the Department of Licensing, have a suspension/revocation notice with a letter ID, and have a WA state driver license. There is no fee for non-DUI hearings.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Request a Non-DUI Hearing** hyperlink.

**Driver Information**

ZOLA ELLIS GREY  
WDL4R1P3705B

Residential Address:  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

Mailing Address:  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

You have unread messages

- Change your address
- Purchase driving record
- Add a vehicle
- Add a boat
- Request a DUI Hearing
- Request a Non-DUI Hearing**
- Update email renewal notices
- View messages
- View submissions
- Schedule an appointment

3. Read the What you'll need page and click **Next**.
4. Enter the Letter ID and click **Next**.

Request a non-DUI hearing

**Introduction**

Introduction

Notice

**Notice**

Type in your letter ID from your notice below. We will use this to look up your record so you can complete your request.

Letter ID \*

**Required**

What is a letter ID?

5. Confirm the information is correct and click **Next**.

Request a non-DUI hearing

**Introduction**

Introduction

Notice

**Confirm**

Confirm

We were able to find a notice that matched the letter ID provided. Verify the information below.

Id  
44454

Violation date  
10-Feb-2021

Case Type  
Admin Review

If the information above is correct, click 'Next'.

6. Review the current contact information. Select **Yes** or **No** from the Is your contact information up to date dropdown menu and click **Next**. Complete the additional steps below when selecting No.
  - a. Enter the Preferred name, if applicable.
  - b. Select the appropriate option from the Phone type dropdown menu, if applicable.
  - c. Enter the Phone number, if applicable.
  - d. Enter the Email address, if applicable.
  - e. Confirm the email address, if applicable.
  - f. Click the **Next** button.
  
7. Select **Yes** or **No** from the Is your address up to date dropdown menu and click **Next**. Complete the additional steps below when selecting No.
  - a. Enter the Street address.
  - b. Select the appropriate option from the Unit type dropdown menu and enter Unit, if applicable.
  - c. Enter the City.
  - d. Select the appropriate option from the State dropdown menu.
  - e. Enter the Zip code.

Request a non-DUI hearing

---

**Introduction**

Introduction

Notice

Confirm

**Driver information**

Contact information

Current mailing

**Current mailing address**

Your current address:

1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

Is your address up to date?

No

**Enter your current mailing address.**

Street address \* Street 2

Required

Unit type Unit

City \*

Required

State Zip code \*

WA - WASHINGTON
Required

- f. Click the **Next** button.
8. Verify the address and click **Next**.

9. Complete the following Hearing information and click **Next**.
  - a. Select **Yes** or **No** to the Do you need an interpreter dropdown menu. Select the appropriate option from the What language you need dropdown menu when selecting Yes.
  - b. Select **Yes** or **No** to the Do you have an attorney dropdown menu. Complete the additional steps below when selecting Yes.

- i. What is your attorneys phone number?
- ii. What is your attorney’s email?
- iii. What is your attorney’s first name?
- iv. What is your attorney’s middle name?
- v. What is your attorney’s last name?

- vi. Click the **Next** button.

- vii. Complete the following attorney address information, if applicable:
  - A. Enter the Street address.
  - B. Select the appropriate option from the Unit type dropdown menu and enter Unit, if applicable.
  - C. Enter the City.
  - D. Enter the Zip code.
  - E. Click the **Next** button.
  - F. Verify the attorney address and click **Next**.

Request a DUI hearing

Attorney address

Enter your attorney's address

Street address <sup>\*</sup> *Required*

Street 2

City <sup>\*</sup> *Required*

Zip code <sup>\*</sup> *Required*

Unit type Unit

State WA - WASHINGTON

< Previous Next >

10. Review the summary and click **Submit** to proceed or **Previous** to make changes.

11. Click **Print** to print your transaction confirmation or **Continue** to return to your homepage.

## Update Email Renewal Notices

You can sign up for email renewal notices for your driver license or ID card. Complete the following process to make updates to your email address on file.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Select **Yes** or **No** from the Is your email up to date dropdown menu and click **Next**. Complete the additional step below when selecting No.
  - a. Enter the Email address.
  - b. Confirm the email address.

Renewal Notice	
Update Renewal Notice	
Contact Information	
Preferred name	JPAZZAZ
Phone type	Cell Phone
Phone number	(255) 335-5555
Email	JPAZZAZ@FAKEEMAIL.COM
Confirm email	JPAZZAZ@FAKEEMAIL.COM

3. Review the summary information and click **Submit** to proceed or **Previous** to make changes.
4. Click **Print** to print your transaction confirmation or click **Continue** to return to your homepage.

## Schedule an Appointment

Use the following process to schedule an appointment at a driver Licensing Services Office.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Schedule an appointment** hyperlink.

**Driver Information**

EMMIE MARIE ANTHONY  
WDL4SRTB725B

Residential Address:  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

Mailing Address:  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

You have unread messages

- Change your address
- Purchase driving record
- Add a vehicle
- Add a boat
- Request a DUI Hearing
- Request a Non-DUI Hearing
- Update email renewal notices
- View messages
- View submissions
- Schedule an appointment**

3. Read the Instructions and click the **Next** button.

Instructions    Select Category    Select Service    Select Location

### Welcome to the Washington Department of Licensing appointment scheduler

**Instructions**

This application will help you pick a service and schedule an appointment

- Appointments are for services you can't do online, by phone, or by mail
- Save yourself a trip, check out our [online services](#)

4. Select the appropriate button for the type of appointment you would like to schedule and click **Next**.

Instructions    **Select Category**    Select Service    Select Location    Select Appointment Time

What type of appointment would you like to schedule?

- Driver license, state id, or driving permit**  
Get a new license/id, transfer an out-of-state license, or renew/replace your current document
- Knowledge test or skills exam**  
Take a knowledge test or skills exam to meet driver licensing requirements

5. Select the appropriate button for the service you would like to schedule and click **Next**.

The screenshot shows a progress bar at the top with five steps: Instructions, Select Category, Select Service (current), Select Location, Select Appointment Time, and Book Appo. Below the progress bar, the question "What service would you like to schedule?" is followed by five service options, each with a description:

- Get a commercial driver license or permit**  
New CDL or CLP without any additional in-office testing
- Get a non-commercial driver license, permit, or state Id**  
New license, permit, Id, or restricted license without any additional in-office testing
- Get an enhanced license or Id**  
New federally compliant Real Id document
- Reinstate my driving privileges**  
Reinstate from your suspension without any additional in-office testing (if you are required to retest, schedule an appointment for taking a knowledge exam instead)
- Renew or replace my license or state Id**  
Renew your license or id, replace a lost or damaged document, or update information on your current document

6. Select the location for your appointment and click **Next**.

The screenshot shows a "Search Locations" section on the left and a "Locations" map on the right. The search section includes a search bar with the text "Enter city, state or ZIP", a "Search" button, and the text "Showing locations within 50 mi of Washington. Use my current location". Below the search bar, the text "Select a location below" is followed by a list of three locations:

<b>Lacey</b> 719 SLEATER-KINNEY RD SE STE 108 LACEY WA 98503	2.66 mi
<b>Centralia</b> 1000 KRESKY AVE CENTRALIA WA 98531	23.33 mi
<b>Hoquiam</b> 719 8TH ST OLYMPIA WA 98502	47.06 mi

The map on the right shows the Washington state region with several location pins. A red pin is placed on the Lacey location, which is highlighted in the search results. The map includes a "Print" button in the top right corner and navigation controls.



7. Select the appointment date and time and click **Next**.

The screenshot shows a multi-step appointment booking process. The current step is 'Select Appointment Time'. A progress bar at the top indicates the following steps: 'Select Category', 'Select Service', 'Select Location', 'Select Appointment Time', and 'Book Appointment'. The main content area is titled 'Choose your appointment day and time'. On the left, there is a calendar for July 2021 with the 8th and 9th highlighted. On the right, a grid shows available appointment times for Thursday, July 08, 2021. The times are arranged in three rows: 9:30 AM to 11:30 AM, 11:45 AM to 2:45 PM, and 3:00 PM to 4:45 PM.

8. Enter the Name.

9. Select the appropriate option from the Phone country dropdown menu and enter the Phone number, if applicable.

10. Enter the Email address.

11. Enter the Accommodation information, if applicable.

12. Click the **Next** button.

The screenshot shows the 'Book Appointment' step of the booking process. The progress bar at the top shows all previous steps completed. The form is divided into three main sections: 'Details', 'Contact', and 'Accommodations'.  
- **Details:** Includes a service description 'Get a commercial driver license or permit', the date and time 'Thursday, July 08, 2021 1:30 PM (15 Minutes)', and the location 'Lacey'.  
- **Contact:** Contains input fields for 'Name \*', 'Phone Country' (set to USA), 'Phone', and 'Email \*'.  
- **Accommodations:** Includes a text area for providing accommodation information.

13. Review the Appointment and Details sections. Complete the applicable process below to immediately cancel or reschedule your appointment. After you leave this screen, you can cancel the appointment via the confirmation message that is sent to the email address you provide.

<b>Appointment</b> Confirmation Code <b>2T572F</b> You'll need this confirmation code and your email address to update your appointment in the future. Booked Your appointment has been booked. We will send you a reminder asking you to confirm your appointment a few days before. <b>Cancel Appointment</b>	<b>Details</b> Get a commercial driver license or permit New CDL or CLP without any additional in-office testing Thursday, July 08, 2021 1:30 PM (15 Minutes) Lacey 719 SLEATER-KINNEY RD SE STE 108 LACEY WA 98503 <b>Reschedule</b>	<b>Contact</b> Jessanna Email: j*****@d**.w*.gov Update Information
---	---	--

a. Cancel:

- i. Click the **Cancel Appointment** button.
- ii. Review the Confirm Cancel Appointment dialog box and click **Yes, Cancel My Appointment**.

Confirm Cancel Appointment

Are you sure you want to cancel this appointment?

**Cancel** **Yes, Cancel My Appointment**

b. Reschedule:

- i. Click the **Reschedule** button.
- ii. Select the location and click **Next**.
- iii. Select the appointment day, select the appointment time, and click **Next**.
- iv. Review the Details and click **Submit**.

**Details**

Get a commercial driver license or permit  
New CDL or CLP without any additional in-office testing

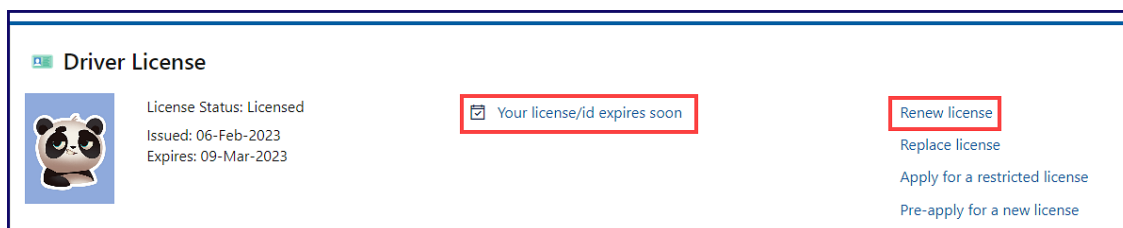
Thursday, July 08, 2021  
4:30 PM (15 Minutes)  
Change Time

Lacey  
719 SLEATER-KINNEY RD SE STE 108  
LACEY WA 98503  
Change Location

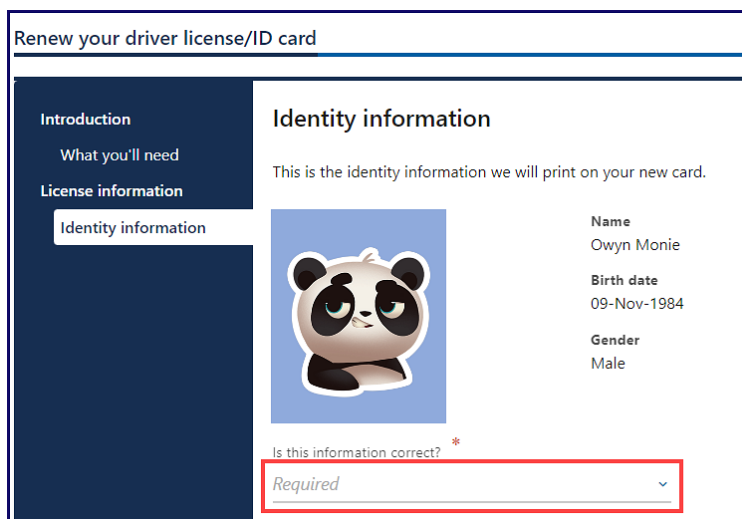
## Renew Your License

You could renew your license online if you completed your last renewal in person in a Licensing Service Office and if you are between the ages of 24-70. (Due to COVID-19 response, the previous renewal type and age restrictions do not currently apply). Make sure your address is up to date before you complete a renewal.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Renew license** hyperlink. Alternatively, click the **Your license/id expires soon** hyperlink.



3. Read the What you'll need page and click **Next**.
4. Review the Identity information. Select **Yes** from the Is this information correct dropdown menu and click **Next**.



5. Review the Physical features information. Select **Yes** or **No** and complete the additional process below when selecting No.
  - a. Select the appropriate option from the Feet dropdown menu, if applicable.
  - b. Select the appropriate option from the Inches dropdown menu, if applicable.
  - c. Enter the Weight, if applicable.
  - d. Select the appropriate option from the Eye color dropdown menu, if applicable.
  - e. Click the **I certify that the above information is true and correct** checkbox.
6. Click the **Next** button.
7. Review the card information and click the **Renew my driver license for 6 years instead of 8.** checkbox, if applicable.
8. Click the **Mail a non-photo card to an address outside Washington** checkbox and complete the additional process below, if applicable:
  - a. Click the **You have indicated you need your card mailed to a non-Washington address** checkbox and click **Next**. Your new card will not have your photo or signature.

Renew your driver license/ID card

**Introduction**

- What you'll need
- License information**
- Identity information
- Physical features
- Card information

**Review card information**

This license information is on your current card.      This license information will go on your new card.

Current Card	New Card
<b>Credential</b> : Driver License	<b>Credential</b> : Driver License
<b>License type</b> : Personal Driver License	<b>License type</b> : Personal Driver License
<b>Expiration</b> : 01-Feb-2028	<b>Expiration</b> : 01-Feb-2036
<b>Endorsements</b> :	<b>Endorsements</b> :
<b>Restrictions</b> :	<b>Restrictions</b> :

You can make the following changes online

Renew my driver license or ID for 6 years instead of 8. [Learn about your renewal options.](#)

Mail a non-photo card to an address outside Washington

Confirm your changes

You have indicated you need your card mailed to a non-Washington address. **Your new card will not have your photo or signature.**

- b. Select the appropriate option from the Country dropdown menu, if applicable.
- c. Enter the Street address.
- d. Select the appropriate option from the Unit type dropdown menu and enter Unit, if applicable.

e. Enter the City, the Zip code.

The screenshot shows the 'Out-of-state address' section of a form titled 'Renew your driver license/ID card'. On the left is a dark sidebar with navigation links: Introduction, What you'll need, License information, Identity information, Physical features, Card information, and Address. Under 'Address', 'Out-of-state address' is selected. The main content area is titled 'Out-of-state address' and contains the instruction 'Enter your address below.' followed by several input fields: 'Country' (a dropdown menu with 'USA' selected), 'Street address \*' (a text box with 'Required' below it), 'Street 2' (an empty text box), 'Unit type' (a dropdown menu), 'Unit' (a text box), 'City \*' (a text box with 'Required' below it), 'State \*' (a dropdown menu with 'Required' below it), and 'Zip code \*' (a text box with 'Required' below it).

f. Click the **Next** button.

g. Verify the out-of-state address and click **Next**.

h. Review or update the residential address, select **Yes** or **No** from the Is this also your mailing address dropdown menu and click **Next**.

i. Verify the address and click **Next**.

9. Select **Yes** or **No** from the Do you want to register, or sign up to vote or update your voter registration? dropdown menu. We will send your information to the Secretary of State.

10. Select **Yes** or **No** from the Would you like to remain registered or register as an organ, eye, and tissue donor? dropdown menu and click **Next**. [LifeCenter](#) Northwest stores your information in a confidential database if you selected Yes.

The screenshot shows the 'Registration options' section of the same form. The sidebar is identical to the previous screenshot. The main content area is titled 'Registration options' and contains two questions, each followed by a dropdown menu: 'Do you want to register, or sign up to vote or update your voter registration?' and 'Would you like to remain registered or register as an organ, eye, and tissue donor?'. Both dropdown menus have a red border and the text '\* Required' inside.

11. Review the following voter registration statements:

- I am a citizen of the United States,
- I am not disqualified from voting due to a court order, and not under the Department of Corrections supervision for a Washington felony conviction,
- I've lived in Washington at this address for 30 days immediately before the next election at which I vote, and
- I'm at least 18 years old or am at least 16 years old and will vote only after I turn 18.

12. Click **I certify the above statements are true** checkbox, if applicable.

The screenshot shows a web form titled "Renew your driver license/ID card". On the left is a dark blue sidebar with a menu: "Introduction", "What you'll need", "License information", "Identity information", "Physical features", "Card information", "Address", and "Out-of-state address". The main content area is titled "Registration certification" and contains the following text: "You have indicated that you would like to register to vote or update your voter registration. You must certify the statements below." followed by a bulleted list of the same three statements as in step 11. Below the list is a checkbox with the text "I certify the above statements are true." and a red asterisk. At the bottom, a disclaimer states: "If you knowingly provide false information on this voter registration form or knowingly make a false declaration about your qualifications for voter registration you will have committed a class C felony that is punishable by imprisonment for up to 5 years, a fine of up to \$10,000 or both."

13. Review the fee details and click **Next**.

14. Review the summary information and click **Submit** to proceed or **Previous** to make changes

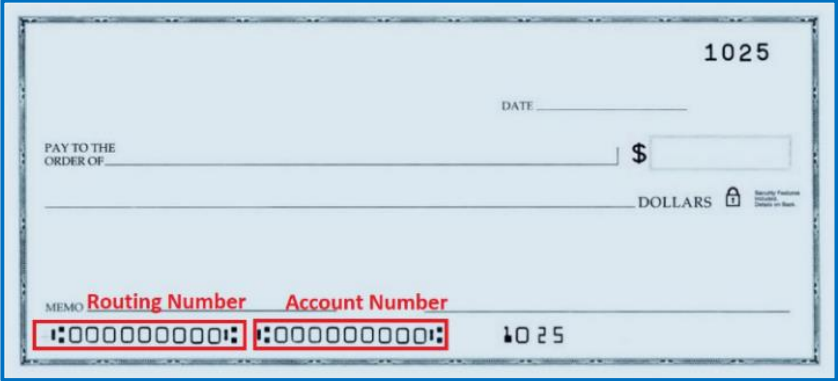
15. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

<p><b>Payment</b></p> <p>Select an option to continue.</p> <ul style="list-style-type: none"> <li>• Pay with a bank account for no added fees.</li> <li>• Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.</li> </ul> <p><b>Submission</b></p> <p>Name of transaction displays here <span style="float: right;">\$00.00</span> <span style="float: right;">Delete</span></p>	<p><b>Summary</b></p> <p>Subtotal <span style="float: right;">\$00.00</span></p> <hr/> <p><b>Total Amount Due</b> <span style="float: right;"><b>\$00.00</b></span></p> <p style="text-align: center;"><b>Pay with Bank Account</b></p> <p style="text-align: center;"><b>Pay with Debit/Credit Card</b></p> <p style="text-align: center;"><b>Cancel</b></p>
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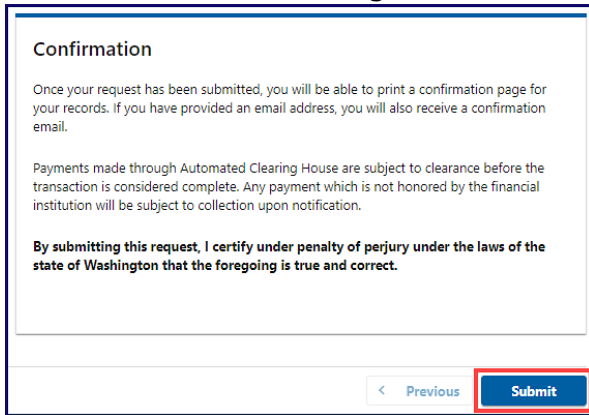
- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount

<p>Bank Account Type *</p> <p><input type="radio"/> Checking</p> <p><input type="radio"/> Savings</p> <p>Routing Number *</p> <p style="border: 1px solid red; padding: 2px;">Required</p> <p>Populate Routing Number</p> <p>Account Number *</p> <p style="border: 1px solid red; padding: 2px;">Required</p> <p>Confirm Account Number *</p> <p style="border: 1px solid red; padding: 2px;">Required</p> <p>Save this payment channel for future use</p> <p><input type="checkbox"/> No <input type="checkbox"/> Yes</p>	<p>Web ACH payment for driver service transactions.</p> <p>Payment Date</p> <p>16-Jul-2021</p> <hr/> <p>Amount</p> <p>00.00</p> <hr/> <p>Confirm Amount *</p> <p style="border: 1px solid red; padding: 2px;">Required</p>
---	--

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



- vii. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

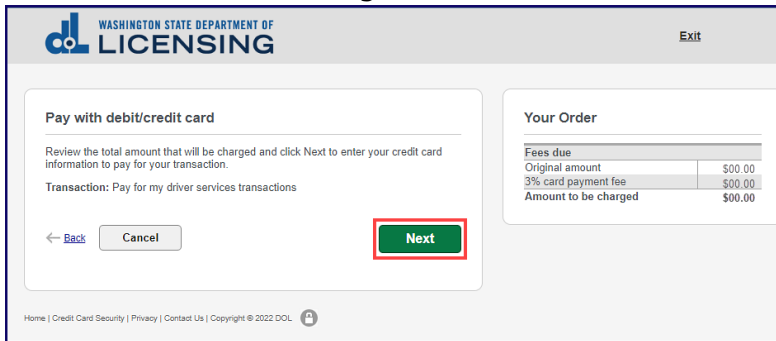
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

< Previous **Submit**

- b. Pay with Debit/Credit Card:

- i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

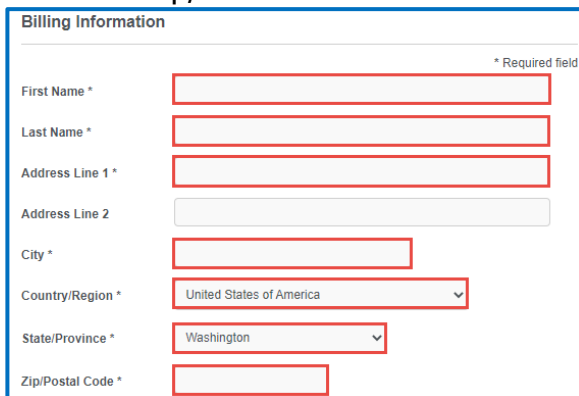
← Back Cancel **Next**

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**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
<b>Amount to be charged</b>	<b>\$00.00</b>

- ii. Enter the First Name (as it appears on your card).
    - iii. Enter the Last Name (as it appears on your card).
    - iv. Enter the Address 1 (as it appears on your card statement).
    - v. Enter the City.
    - vi. Select the appropriate option from the Country/Region dropdown menu.
    - vii. Select the appropriate option from the State/Province dropdown menu.
    - viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*



- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

16. Click the **Next** button.

17. Review the information and click **Submit**.

18. Read the information in the dialog box. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct.

19. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

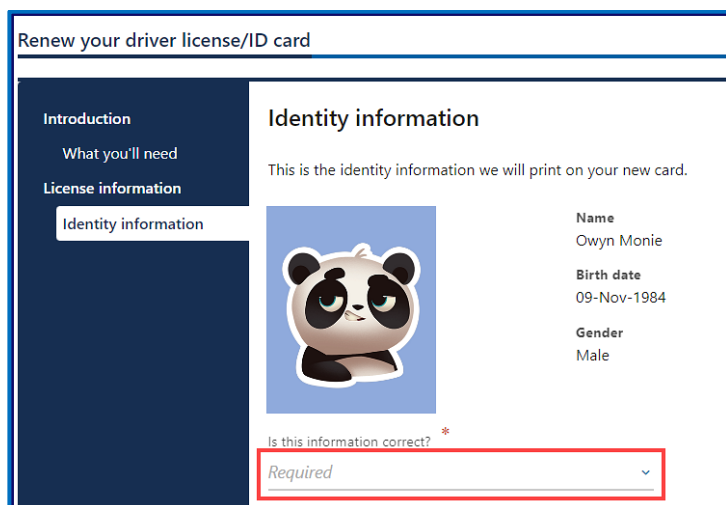
## Replace Your License

The replacement license fee is \$20. You can order a replacement license online up to 3 times a year. If your license expires within 3 months, you need to renew it instead.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the Replace license hyperlink.



3. Read the What you'll need page and click **Next**.
4. Review the Identity information. Select **Yes** or **No** for the Is this information correct dropdown menu and click **Next**.



5. Review the Physical features information. Select **Yes** or **No** and complete the additional steps below when selecting No.
  - a. Select the appropriate option from the Feet dropdown menu, if applicable.
  - b. Select the appropriate option from the Inches dropdown menu, if applicable
  - c. Enter the Weight, if applicable.
  - d. Select the appropriate option from the Eye color dropdown menu, if applicable.
  - e. Click the **I certify that the above information is true and correct** checkbox.
6. Click the **Next** button.

7. Review the card information and click **Next**. Alternatively, click the **Mail a non-photo card to an address outside Washington** checkbox, if applicable, and click **Next**.
8. Select the appropriate answer for the following dropdown menus and click **Next**.
  - a. Is your ID/Instruction Permit/License in your possession?
  - b. Reason for replacement

The screenshot shows the 'Replace your driver license/ID card' form. On the left is a dark blue sidebar with a menu: Introduction, What you'll need, License information, Identity information, Physical features, and Card information. The main content area is titled 'Replacement'. It contains two questions with dropdown menus: 'Is your ID/Instruction Permit/License in your possession?' with 'No' selected, and 'Reason for replacement' with 'Lost' selected.

9. Select the appropriate answer for the following dropdown menus and click **Next**.
  - a. Is this up to date?
  - b. Is this also your mailing address?

The screenshot shows the 'Replace your driver license/ID card' form. The sidebar menu includes 'Replacement reason' at the bottom. The main content area is titled 'Residential address' and shows the address '425 BLACK LAKE BLVD SW OLYMPIA WA 98502-5046'. Below the address are two questions with dropdown menus: 'Is this up to date?' with 'Yes' selected, and 'Is this also your mailing address?' with 'Yes' selected.

10. Select the appropriate answer for the following dropdown menus and click **Next**.
  - a. Would you like to register to vote or update your voter registration?
  - b. Would you like to register as an eye, tissue, and organ donor?

The screenshot shows the 'Replace your driver license/ID card' form. The sidebar menu includes 'Replacement reason' at the bottom. The main content area is titled 'Registration options'. It contains two questions with dropdown menus: 'Do you want to register, or sign up to vote or update your voter registration?' with 'No' selected, and 'Would you like to remain registered or register as an organ, eye, and tissue donor?' with 'No' selected.

11. Review the fee details and click **Next**.
12. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

13. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

<p><b>Payment</b></p> <p>Select an option to continue.</p> <ul style="list-style-type: none"> <li>Pay with a bank account for no added fees.</li> <li>Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.</li> </ul> <p><b>Submission</b></p> <p>Name of transaction displays here <span style="float: right;">\$00.00</span> <span style="float: right;">Delete</span></p>	<p><b>Summary</b></p> <p>Subtotal <span style="float: right;">\$00.00</span></p> <p><b>Total Amount Due</b> <span style="float: right;"><b>\$00.00</b></span></p> <p style="text-align: center;"> <input type="button" value="Pay with Bank Account"/>  <input type="button" value="Pay with Debit/Credit Card"/>  <input type="button" value="Cancel"/> </p>
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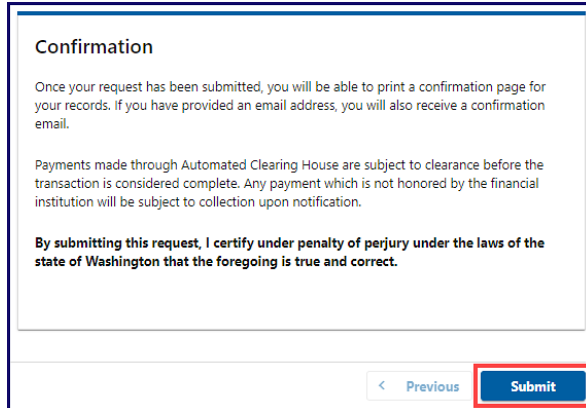
- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

<p>Bank Account Type *</p> <p><input type="radio"/> Checking</p> <p><input type="radio"/> Savings</p> <p>Routing Number *</p> <p><input type="text" value="Required"/></p> <p>Populate Routing Number</p> <p>Account Number *</p> <p><input type="text" value="Required"/></p> <p>Confirm Account Number *</p> <p><input type="text" value="Required"/></p> <p>Save this payment channel for future use</p> <p><input type="checkbox"/> No <input type="checkbox"/> Yes</p>	<p>Web ACH payment for driver service transactions.</p> <p>Payment Date</p> <p>16-Jul-2021</p> <p>Amount</p> <p>00.00</p> <p>Confirm Amount *</p> <p><input type="text" value="Required"/></p>
---	--

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



vii. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

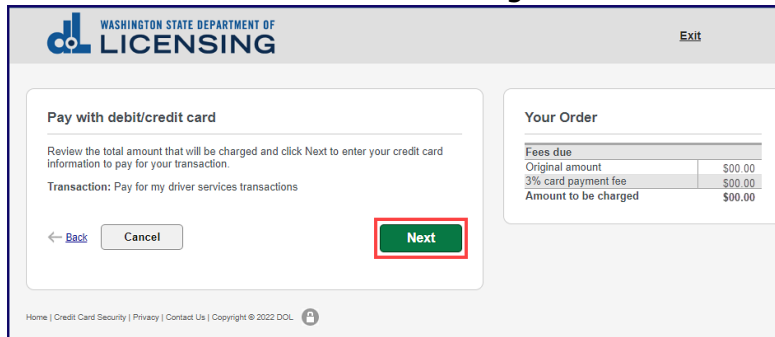
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

[← Previous](#) **Submit**

b. Pay with Debit/Credit Card:

i. Click the Next button after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

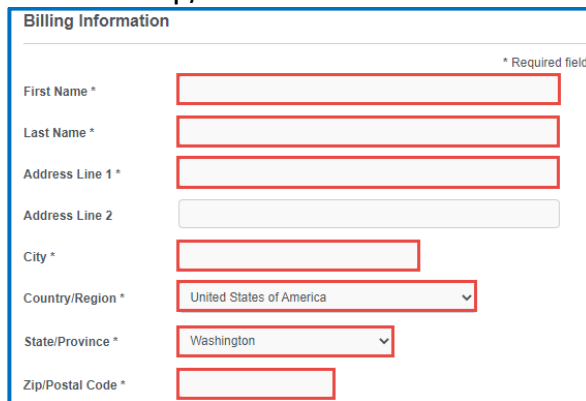
[← Back](#) [Cancel](#) **Next**

**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
<b>Amount to be charged</b>	<b>\$00.00</b>

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- ii. Enter the First Name (as it appears on your card).
- iii. Enter the Last Name (as it appears on your card).
- iv. Enter the Address 1 (as it appears on your card statement).
- v. Enter the City.
- vi. Select the appropriate option from the Country/Region dropdown menu.
- vii. Select the appropriate option from the State/Province dropdown menu.
- viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*

- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

14. Click the **Next** button.

15. Review the information and click **Submit**.

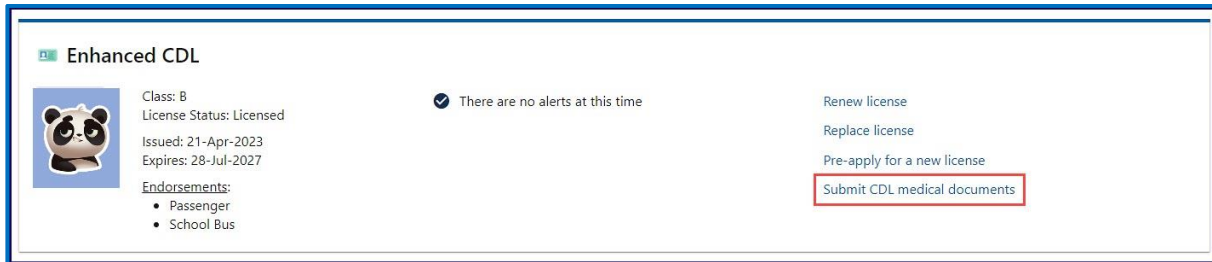
16. Read the information in the dialog box. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct.

17. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

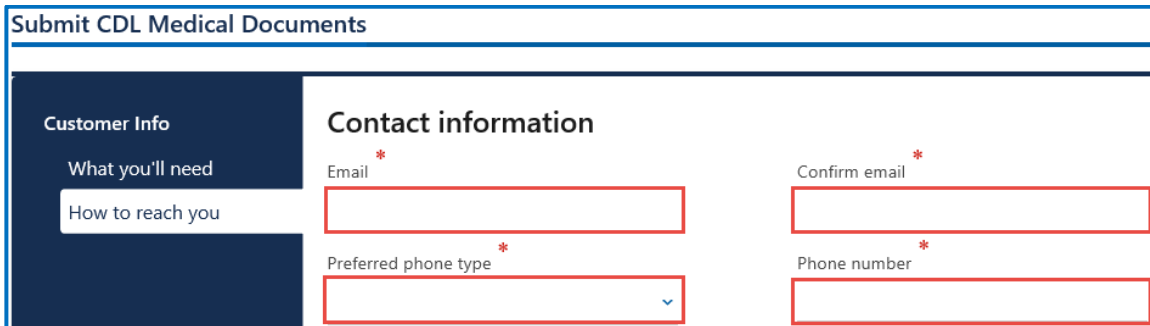
## Submit CDL Medical Documents

Customers with a Commercial Driver License (CDL) or a Commercial Learner Permit (CLP) can complete the following process to submit medical documents to DOL. Your medical documents should be unexpired, complete, and signed by a medical provider on the National Registry of Certified Medical Examiners. DOL reviews your submissions before it posts. It may take up to 7-10 business days to update your record.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the Submit CDL medical documents hyperlink.



3. Read the What you'll need page and click **Next**.
4. Complete the following Contact information and click Next.
  - a. Enter the Email address.
  - b. Confirm email address.
  - c. Select the appropriate option from the Preferred phone type dropdown menu.
  - d. Enter the Phone number.

A screenshot of the 'Submit CDL Medical Documents' form. The form is titled 'Submit CDL Medical Documents' and has a dark blue sidebar on the left with 'Customer Info' and 'What you'll need' sections. The 'How to reach you' section is highlighted. The main content area is titled 'Contact information' and contains four input fields: 'Email', 'Confirm email', 'Preferred phone type' (a dropdown menu), and 'Phone number'. Each field has a red asterisk indicating it is required.

5. Select the appropriate option from the Do you want to change your self-certification dropdown menu.

6. Select one of the following documents you would like to submit and click **Next**.
  - a. Medical certificate or Medical report.
  - b. Application to add a waiver.
  - c. Application to remove a waiver.
  
7. Complete the following Certificate information and click **Next**.
  - a. Per FMCSA regulations (select one):
    - i. Meets minimum federal standards.
    - ii. Does not meet minimum federal standards, may meet state.
  - b. And if applicable, only when (check all that apply):
    - i. Wearing corrective lenses.
    - ii. Accompanied by waiver exemption.
    - iii. Driving with Exempt Intra-city zone.
    - iv. Wearing hearing aid.
    - v. Accompanied by SPE certificate.
    - vi. Qualified by Op of 49 CFR 391.64.
  - c. Enter the Medical Examiners Certificate expiration date.

Submit CDL Medical Documents

<p style="margin: 0;">Customer Info</p> <p style="margin: 0; font-size: small;">What you'll need</p> <p style="margin: 0; font-size: small;">How to reach you</p> <p style="margin: 0;">Medical Info</p> <p style="margin: 0; font-size: small;">Self certification</p> <p style="margin: 0; font-size: small; background-color: white; color: #003366; padding: 2px;">Medical certificate</p>	<p style="margin: 0;"><b>Certificate information</b></p> <p style="margin: 0;"><b>I certify that I have examined:</b></p> <table border="0" style="width: 100%; font-size: small;"> <tr> <td style="width: 50%;">Last name</td> <td style="width: 50%;">First name</td> </tr> <tr> <td>GREY</td> <td>ZOLA</td> </tr> </table> <hr style="border: 0; border-top: 1px dotted #ccc; margin: 5px 0;"/> <p style="margin: 0;"><b>Per FMCSA regulations (select one):</b></p> <p style="margin: 0;"><input type="radio"/> Meets minimum federal standards <span style="float: right; font-size: x-small;">Federal description</span></p> <p style="margin: 0;"><input type="radio"/> Does not meet minimum federal standards, may meet state standards <span style="float: right; font-size: x-small;">Federal description</span></p> <p style="margin: 0;"><b>And if applicable, only when (check all that apply):</b></p> <table border="0" style="width: 100%; font-size: small;"> <tr> <td><input type="checkbox"/> Wearing corrective lenses</td> <td><input type="checkbox"/> Wearing hearing aid</td> </tr> <tr> <td><input type="checkbox"/> Accompanied by waiver exemption</td> <td><input type="checkbox"/> Accompanied by a SPE Certificate</td> </tr> <tr> <td><input type="checkbox"/> Driving with Exempt Intra-city Zone</td> <td><input type="checkbox"/> Qualified by Op of 49 CFR 391.64</td> </tr> </table> <p style="margin: 0; font-size: x-small;"><b>Medical Examiner's Certificate expiration date</b> *</p> <div style="border: 1px solid #ccc; height: 20px; width: 100%; margin-top: 5px;"></div>	Last name	First name	GREY	ZOLA	<input type="checkbox"/> Wearing corrective lenses	<input type="checkbox"/> Wearing hearing aid	<input type="checkbox"/> Accompanied by waiver exemption	<input type="checkbox"/> Accompanied by a SPE Certificate	<input type="checkbox"/> Driving with Exempt Intra-city Zone	<input type="checkbox"/> Qualified by Op of 49 CFR 391.64
Last name	First name										
GREY	ZOLA										
<input type="checkbox"/> Wearing corrective lenses	<input type="checkbox"/> Wearing hearing aid										
<input type="checkbox"/> Accompanied by waiver exemption	<input type="checkbox"/> Accompanied by a SPE Certificate										
<input type="checkbox"/> Driving with Exempt Intra-city Zone	<input type="checkbox"/> Qualified by Op of 49 CFR 391.64										



8. Complete the following Examiner Info and click **Next**.

- a. Enter the First name.
- b. Enter the Middle name, if applicable.
- c. Enter the Last name.
- d. Enter the Phone number.
- e. Enter the Date certificate signed.
- f. Select one of the following specialties:
  - i. MD
  - ii. DO
  - iii. Physician Assistant
  - iv. Chiropractor
  - v. Advanced Practical Nurse
  - vi. Other
- g. Enter the License/certification number.
- h. Enter the Issuing date.
- i. Enter the National registry number.

Submit CDL Medical Documents

**Customer Info**

- What you'll need
- How to reach you
- Medical Info**
- Self certification
- Medical certificate
- Medical provider

**Examiner Info**

Please provide the following information about your medical provider

First name \* Middle name Last name \*

Phone number \* Date certificate signed \*

A specialty must be selected

MD  Physician Assistant  Advanced Practice Nurse

DO  Chiropractor  Other

License/certification number \* Issuing state \* National registry number \*

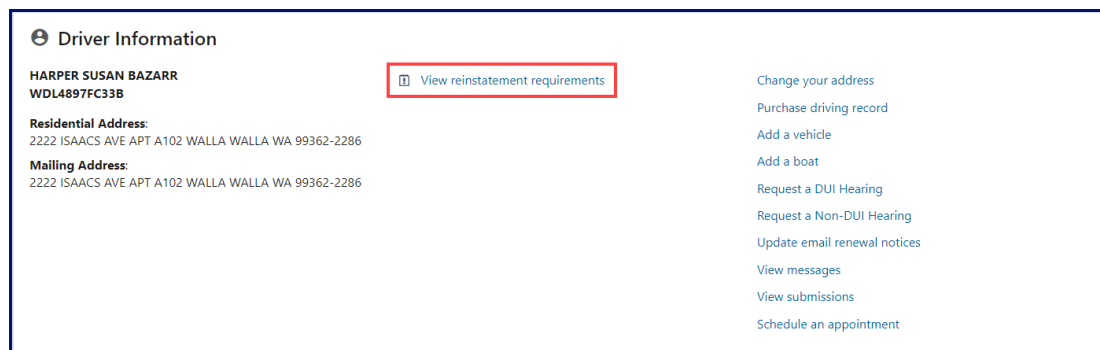
9. Click **Upload** to attach a copy of the document. Complete the applicable fields and click **OK**. Click the **Next** button.

10. Review the summary information and click Submit to proceed or **Previous** to make changes.

## View Your Reinstatement Letter

You can view your reinstatement letter to determine what you need to do to reinstate your driver license, such as satisfy outstanding requirements or pay reissue fees. License eXpress only saves this letter to your account after viewing and does not mail the letter to you. You can only view a new letter every 24 hours.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **View reinstatement requirements** hyperlink. A new internet tab displays a reinstatement letter for you to review and print.



**Driver Information**

HARPER SUSAN BAZARR  
WDL4897FC33B

**Residential Address:**  
2222 ISAACS AVE APT A102 WALLA WALLA WA 99362-2286

**Mailing Address:**  
2222 ISAACS AVE APT A102 WALLA WALLA WA 99362-2286

[View reinstatement requirements](#)

- [Change your address](#)
- [Purchase driving record](#)
- [Add a vehicle](#)
- [Add a boat](#)
- [Request a DUI Hearing](#)
- [Request a Non-DUI Hearing](#)
- [Update email renewal notices](#)
- [View messages](#)
- [View submissions](#)
- [Schedule an appointment](#)

3. Click your internet browser **Print** icon to print the reinstatement letter, if applicable.

# Vehicle Transactions

## Add a Vehicle to Your LX Account

If you are the registered owner of a vehicle, you can add your vehicle to your license express account.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Add a vehicle** hyperlink.

**Driver Information**

**EMME MARIE ANTHONY**  
WDL4SRTB725B

**Residential Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

**Mailing Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

- View your purchased driving record (expires in 30 days)
- You have unread messages
- Change your address
- Purchase driving record
- Add a vehicle**
- Add a boat
- Request a DUI Hearing
- Request a Non-DUI Hearing
- Update email renewal notices
- View messages
- View submissions
- Schedule an appointment

3. Select **License Plate** or **VIN** as the Search type. Enter the license Plate or Vehicle Identification Number (VIN) and click **Next**.

Add access to a vehicle

Vehicle search

Vehicle search

Search by...

License Plate VIN

Plate # \*

Required

Add access to a vehicle

Vehicle search

Vehicle search

Search by...

License Plate VIN

VIN # \*

Required

4. Complete the following steps if you are not listed as an owner for the vehicle:
  - a. Select the appropriate option for the Please indicate your relation to a registered owner of this vehicle dropdown menu.
  - b. Click the **I understand that this information will be sent to law enforcement** checkbox.
  - c. Select **Yes** or **No** from the Is the registered owner a business dropdown menu and complete the applicable steps below:

No:

- i. Enter the Registered owner first name.
- ii. Enter the Registered owner last name.
- iii. Enter the Vehicle year.

The screenshot shows the 'Add access to a vehicle' form. On the left, there is a 'Vehicle' sidebar with 'Vehicle search' and 'Certify relation' options. The main content area is titled 'Certify relation to registered owner' and includes the following fields: a dropdown menu for 'Please indicate your relation to a registered owner of this vehicle' with 'Family member or spouse of registered owner' selected; an unchecked checkbox for 'I understand that this information will be sent to law enforcement'; a dropdown menu for 'Is the registered owner a business?' with 'No' selected; and three text input fields for 'Registered owner first name', 'Registered owner last name', and 'Vehicle year', each with a 'Required' label below it.

Yes:

- i. Enter the Registered owner business name.
- ii. Enter the Vehicle year.

The screenshot shows the 'Add access to a vehicle' form. On the left, there is a 'Vehicle' sidebar with 'Vehicle search' and 'Certify relation' options. The main content area is titled 'Certify relation to registered owner' and includes the following fields: a dropdown menu for 'Please indicate your relation to a registered owner of this vehicle' with 'Family member or spouse of registered owner' selected; an unchecked checkbox for 'I understand that this information will be sent to law enforcement'; a dropdown menu for 'Is the registered owner a business?' with 'Yes' selected; a text input field for 'Registered owner business name' with a 'Required' label below it; and a text input field for 'Vehicle year' with a 'Required' label below it.

- d. Click the **Next** button.

5. Review the summary information and click **Submit** to proceed or **Previous** to make changes.
6. Click **Print** to print the transaction confirmation or click **Continue** to return to your account homepage.

## Add Your Boat to Your LX Account

If you are the registered owner of a boat, you can add your boat to your license express account.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Add a boat** hyperlink.

**Driver Information**

**EMME MARIE ANTHONY**  
WDL4SRTB72SB

**Residential Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

**Mailing Address:**  
1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

View your purchased driving record (expires in 30 days)

You have unread messages

Change your address

Purchase driving record

Add a vehicle

**Add a boat**

Request a DUI Hearing

Request a Non-DUI Hearing

Update email renewal notices

View messages

View submissions

Schedule an appointment

3. Click the **HIN** or **Registration** to button to search.
4. Enter the HIN or Registration # (WN#) and click **Next**.

Add access to a vessel

**Vessel details**

Vessel search

**Vessel search**

Search by...

**HIN** Registration

HIN # \*

Required

Add access to a vessel

**Vessel details**

Vessel search

**Vessel search**

Search by...

HIN **Registration**

Registration # \*

Required

5. Complete the following steps if you are not listed as an owner for the vessel:
  - a. Select the appropriate option for the Please indicate your relation to a registered owner of this vessel dropdown menu.
  - b. Click the **I understand that this information will be sent to law enforcement** checkbox.

- c. Select the appropriate option from the Is the registered owner a business dropdown menu and complete the applicable steps below:

No:

- i. Enter the Registered owner first name.
- ii. Enter the Registered owner last name.
- iii. Enter the Vessel year.

The screenshot shows a web form titled "Add access to a vessel". On the left is a dark sidebar with "Vessel details" and "Vessel search" buttons. The main content area is titled "Certify relation to registered owner". It contains the following elements: a message "Our records indicate that you are not listed as a registered owner for this vessel.", a prompt "Please indicate your relation to a registered owner of this vessel.", a dropdown menu with "I am a registered owner" selected, a checkbox for "I understand that this information will be sent to law enforcement." (unchecked), a section titled "Registered owner information" with a dropdown for "Is the registered owner a business?" set to "No", and three text input fields for "Registered owner first name", "Registered owner last name", and "Vessel year", all marked as "Required".

Yes:

- i. Enter the Registered owner business name.
- ii. Enter the Vehicle year.

The screenshot shows the same "Add access to a vessel" form. In this version, the dropdown for "Is the registered owner a business?" is set to "Yes". Consequently, the text input field for "Registered owner business name" is now visible and marked as "Required", while the "Registered owner first name" and "Registered owner last name" fields are no longer present. The "Vessel year" field remains "Required".

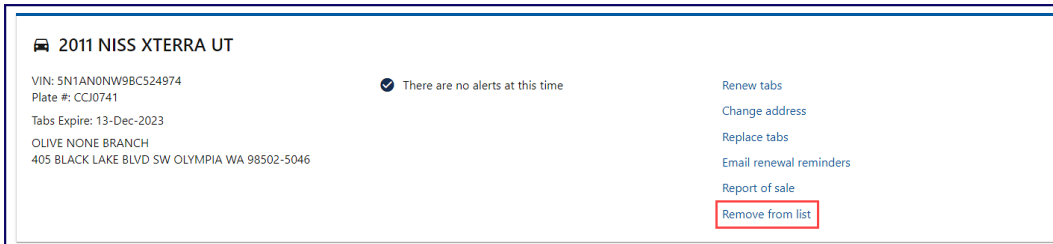
- d. Click the **Next** button.

6. Review the summary information and click **Submit** to proceed or **Previous** to make changes.
7. Click **Print** to print your transaction confirmation or **Continue** to return to your homepage.

## Remove Your Vehicle or Vessel From Your LX Account

If you are no longer the registered owner of a vehicle/vessel, you can remove it from your list.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Remove from list** or **Remove boat** hyperlink.



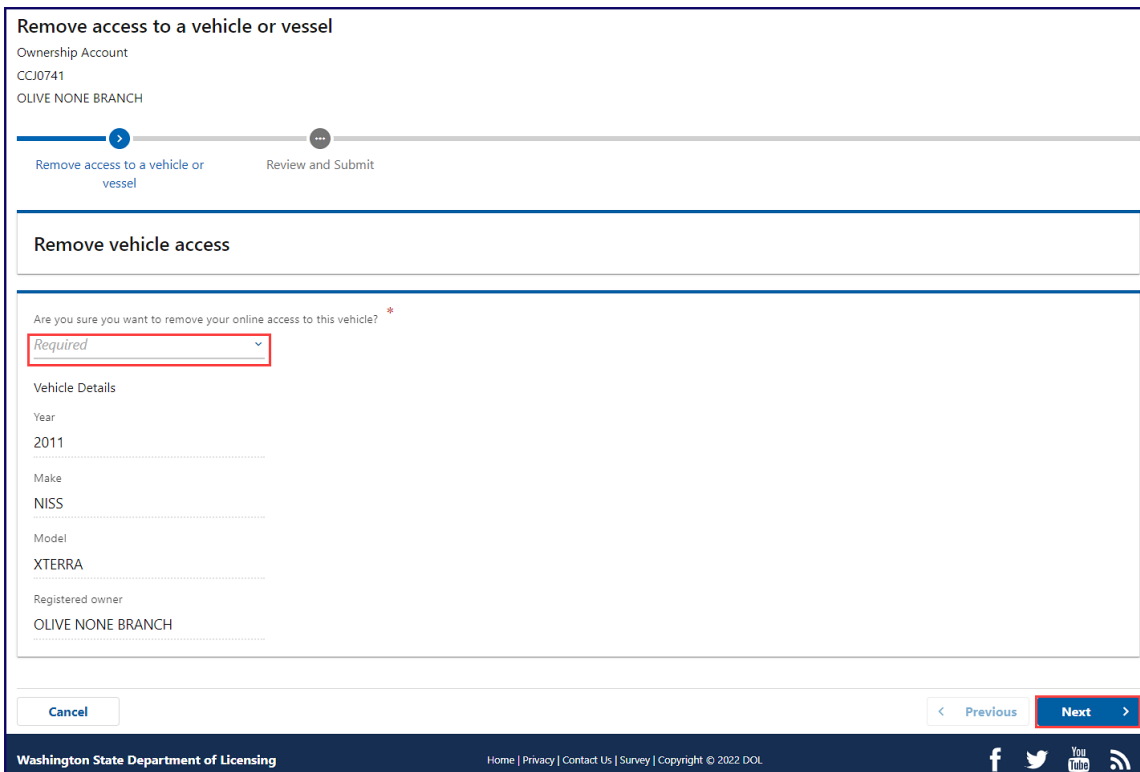
2011 NISS XTERRA UT

VIN: SN1AN0NW9BC524974  
Plate #: CCJ0741  
Tabs Expire: 13-Dec-2023  
OLIVE NONE BRANCH  
405 BLACK LAKE BLVD SW OLYMPIA WA 98502-5046

There are no alerts at this time

Renew tabs  
Change address  
Replace tabs  
Email renewal reminders  
Report of sale  
**Remove from list**

3. Select **Yes** or **No** from the Are you sure you want to remove your online access to this vehicle? dropdown menu and click **Next**. Alternatively, select **Yes** or **No** from the Are you sure you want to remove your online access to this vessel? dropdown menu and click **Next**.



Remove access to a vehicle or vessel

Ownership Account  
CCJ0741  
OLIVE NONE BRANCH

Remove access to a vehicle or vessel | Review and Submit

Remove vehicle access

Are you sure you want to remove your online access to this vehicle? \*

Required

Vehicle Details

Year  
2011

Make  
NISS

Model  
XTERRA

Registered owner  
OLIVE NONE BRANCH

Cancel | Previous | **Next** |

Washington State Department of Licensing | Home | Privacy | Contact Us | Survey | Copyright © 2022 DOL

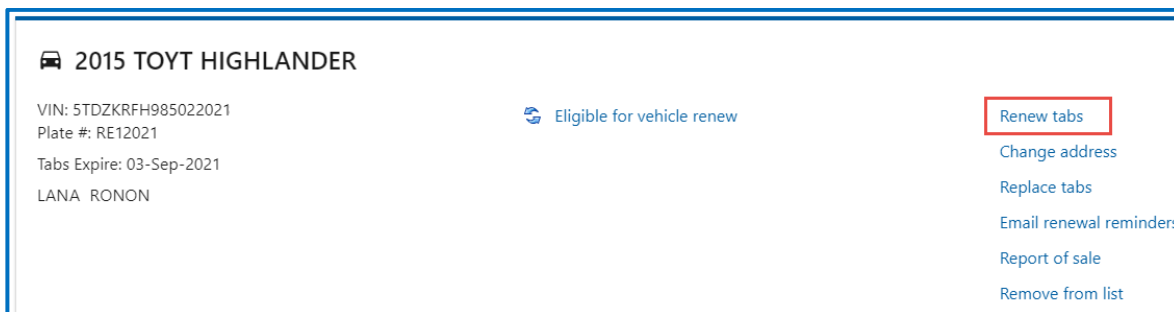
4. Review the summary page and click **Submit** to proceed or **Previous** to make changes.
5. Click **Print** to print your transaction confirmation or **Continue** to return to your homepage.



## Renew Your Vehicle Tabs (Registration)

You can renew your tabs as early as 6 months before they expire. You can renew online if the tabs are expired for less than 12 months. You would need to visit your local Vehicle Licensing Office if the tabs expired longer than 12 months. You can renew online if the vehicle doesn't require a [DOT number](#), or has had one for over 1 year.

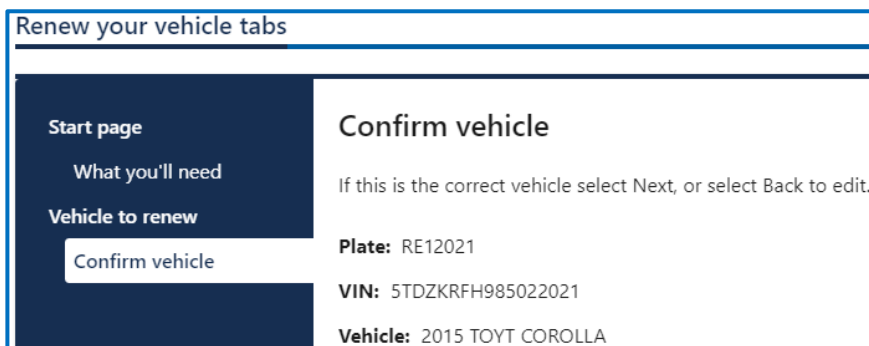
If you've recently moved [Change your Vehicle Address](#) before you renew your registration.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Renew tabs** hyperlink for the vehicle you would like to renew.



 2015 TOYT HIGHLANDER		
VIN: 5TDZKRFH985022021	 Eligible for vehicle renew	<a href="#">Renew tabs</a>
Plate #: RE12021		<a href="#">Change address</a>
Tabs Expire: 03-Sep-2021		<a href="#">Replace tabs</a>
LANA RONON		<a href="#">Email renewal reminders</a>
		<a href="#">Report of sale</a>
		<a href="#">Remove from list</a>

3. Read the What you'll need page and click **Next**.
4. Review the vehicle information and click **Next**.



Renew your vehicle tabs	
<b>Start page</b>	<b>Confirm vehicle</b>
What you'll need	If this is the correct vehicle select Next, or select Back to edit.
<b>Vehicle to renew</b>	<b>Plate:</b> RE12021
Confirm vehicle	<b>VIN:</b> 5TDZKRFH985022021
	<b>Vehicle:</b> 2015 TOYT COROLLA



5. Select one of the following options and click **Next**. Complete the [Change your Vehicle or Vessel Address](#) process when selecting No.
  - a. Yes, it's up to date.
  - b. No, I've moved and need to update it. Change your address and restart this process.

Renew your vehicle tabs

**Start page**

- What you'll need
- Vehicle to renew**
- Confirm vehicle
- Current address

**Current address**

To protect your privacy, we don't display your address.

Yes, it's up to date. \*

No, I've moved and need to update it. \*

6. Select **Yes** or **No** to buy a discover pass (\$30 fee) and click **Next**.
7. Select **I'd like them mailed by the office I select**, or **I'll pick them up at the office I select** and click **Next**.

Renew your vehicle tabs

**Start page**

- What you'll need
- Vehicle to renew**
- Confirm vehicle
- Current address
- Additional info**
- Discover pass
- Select delivery option

**How would you like to get your tabs?**

I'd like them mailed by the office I select. \*

The office you select will mail within 5 business days.

I'll pick them up at the office I select. \*

Your items should be ready when you arrive.

8. Select an office to get your tabs from and click **Next**.

The screenshot shows the 'Renew your vehicle tabs' web page. On the left is a dark blue navigation sidebar with links: 'Start page', 'What you'll need', 'Vehicle to renew', 'Confirm vehicle', 'Current address', 'Additional info', 'Discover pass', 'Select delivery option', and 'Select an office' (highlighted). The main content area is titled 'Select an office to get your tabs from'. It states: 'Below are 13 offices within 20 miles of your home address. Office hours listed below exclude holidays. [Change start location](#)'. Below this is a 'Nearby Offices' section with two entries: 1. THURSTON CO DOL HQ COUNTY 40 (1 mile away) and 2. THURSTON COUNTY AUDITOR'S OFFICE (Mon-Fri: 8:00AM - 4:30PM). To the right is a 'Map Display' showing a map of the area with numbered office locations. On the far right, a 'Selected Vehicle' box displays: '2015 TOYT COROLLA', 'Plate: RE12021', 'VIN: 5TDZKRFH985022021', 'Current expiration date: Oct 26, 2021', and 'Fee detail: \$113.25'.

9. Select **Yes** or **No** to donate to Washington State Parks and For organ, eye, and tissue donation awareness. Click the **Next** button.

10. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

The screenshot shows the 'Renew your vehicle tabs' web page at the 'Email receipt' step. The navigation sidebar is the same as in the previous screenshot. The main content area is titled 'Email receipt' and says: 'Please enter an email address if you would like to receive an email copy of your receipt.' There are two input fields: 'Email address' and 'Confirm email address', both containing the text 'pazzaz@fakemail.com'.

11. Review the delivery selection and fee donation information and click **Next**.

12. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

14. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

<p><b>Payment</b></p> <p>Select an option to continue.</p> <ul style="list-style-type: none"> <li>Pay with a bank account for no added fees.</li> <li>Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.</li> </ul> <p><b>Submission</b></p> <p>Name of transaction displays here <span style="float: right;">\$00.00</span> <span style="float: right;">Delete</span></p>	<p><b>Summary</b></p> <p>Subtotal <span style="float: right;">\$00.00</span></p> <hr/> <p><b>Total Amount Due</b> <span style="float: right;"><b>\$00.00</b></span></p> <p style="text-align: center;"> <input type="button" value="Pay with Bank Account"/>  <input type="button" value="Pay with Debit/Credit Card"/>  <input type="button" value="Cancel"/> </p>
---	---

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

<p>Bank Account Type *</p> <p><input type="radio"/> Checking</p> <p><input type="radio"/> Savings</p> <p>Routing Number *</p> <p><input type="text" value="Required"/></p> <p>Populate Routing Number</p> <p>Account Number *</p> <p><input type="text" value="Required"/></p> <p>Confirm Account Number *</p> <p><input type="text" value="Required"/></p> <p>Save this payment channel for future use</p> <p><input type="button" value="No"/> <input type="button" value="Yes"/></p>	<p>Web ACH payment for vehicle service transactions.</p> <p>Payment Date</p> <p>16-Jul-2021</p> <p>Amount</p> <p>113.25</p> <p>Confirm Amount *</p> <p><input type="text" value="Required"/></p>
---	--

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



vii. Click **Submit** after reading the Confirmation statement.

**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

< Previous **Submit**

b. Pay with Debit/Credit Card:

i. Click **Next** after reviewing the Fees due for Your Order.

WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

< Back Cancel **Next**

**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
<b>Amount to be charged</b>	<b>\$00.00</b>

Home | Credit Card Security | Privacy | Contact Us | Copyright © 2022 DOL

ii. Enter the First Name (as it appears on your card).

iii. Enter the Last Name (as it appears on your card).

iv. Enter the Address 1 (as it appears on your card statement).

v. Enter the City.

vi. Select the appropriate option from the Country/Region dropdown menu.

vii. Select the appropriate option from the State/Province dropdown menu.

viii. Enter the Zip/Postal Code.

**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*

- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

20. Click the **Next** button.

21. Review the information and click **Submit**.

22. Read the information in the dialog box. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct.

23. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

## Email Renewal Reminders for Vehicle or Vessel

You won't get printed reminders by mail once you sign up for email renewal reminders.

**For vehicles:** Unsubscribe from the email if you'd rather get reminders by mail.

**For boats:** Your only option is to get email reminders.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Email renewal reminders** hyperlink for the appropriate vehicle or vessel. (Updating email renewal reminders for a Driver License is a separate process).

🚗 2015 TOYT HIGHLANDER

VIN: 5TDZKRFH985022021  
Plate #: RE12021  
Tabs Expire: 03-Sep-2021  
LANA RONON

Eligible for vehicle renew

- Renew tabs
- Change address
- Replace tabs
- Email renewal reminders**
- Report of sale
- Remove from list

3. Read the What you'll need page and click **Next**.
4. Verify the correct vehicle or boat displays and click **Next**.

Email Reminder

Start page  
What you'll need  
Add vehicles & boats  
Search results

Verify the selected vehicles and boats

Selected vehicles and boats

2015 TOYT COROLLA RE12021

5. Enter the Email address, Confirm email address, and click **Next**.

Email Reminder

Start page  
What you'll need  
Add vehicles & boats  
Search results  
Email address  
Email details

Renewal reminder email address

Please enter an email address at which you would like to receive registration renewal reminders.

Email address \*  
Required

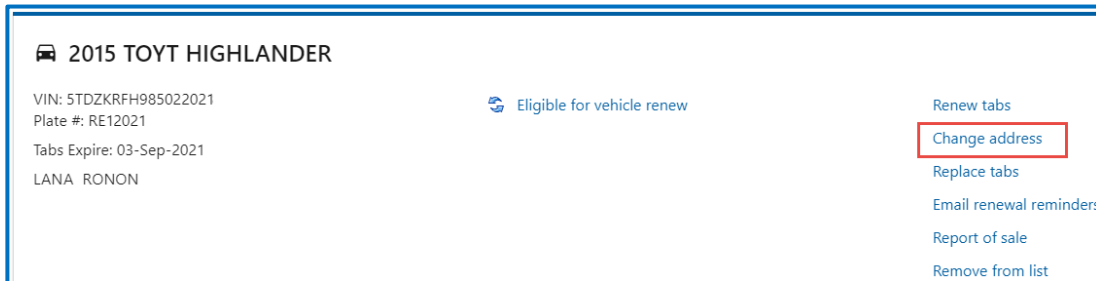
Confirm email address \*  
Required

6. Review the summary information and click **Submit** to proceed or **Previous** to make changes.
7. Click **Print** to print your transaction confirmation or **Continue** to return to your homepage.

## Change Your Vehicle or Vessel Address

The registered owner of a vehicle or vessel can change their vehicle/vessel address online.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Change address** hyperlink for the appropriate vehicle or vessel. [Changing your driver license address](#) is a separate process.



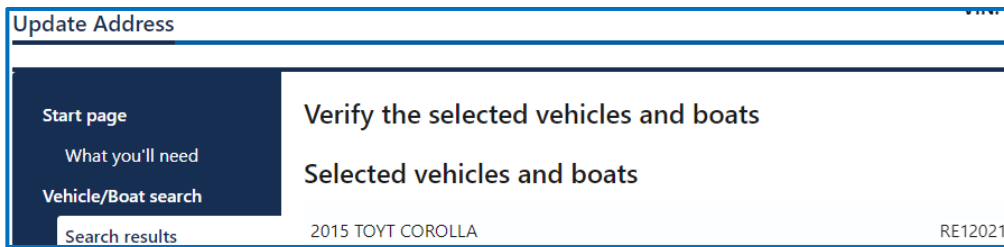
2015 TOYT HIGHLANDER

VIN: 5TDZKRFH985022021  
Plate #: RE12021  
Tabs Expire: 03-Sep-2021  
LANA RONON

Eligible for vehicle renew

- Renew tabs
- Change address**
- Replace tabs
- Email renewal reminders
- Report of sale
- Remove from list

3. Read the What you'll need page and click **Next**.
4. Verify the correct vehicle or boat displays and click **Next**.



Update Address

Start page  
What you'll need  
Vehicle/Boat search  
Search results

Verify the selected vehicles and boats

Selected vehicles and boats

2015 TOYT COROLLA RE12021

5. Select **Business** or **Individual** and answer the applicable question below:

**Business:**

a. Select the applicable answer for Is your business address in Washington state?

The screenshot shows the 'Update Address' form. On the left is a dark blue sidebar with navigation links: 'Start page', 'What you'll need', 'Vehicle/Boat search', 'Search results', 'Address information', and 'Address type'. The main content area is titled 'Address type' and contains a 'Select Customer Type' section with two radio buttons: 'Business' (which is selected and highlighted with a red box) and 'Individual'. Below this is the question 'Is your business address in Washington state?' with three radio button options: 'Yes.' (selected and highlighted with a red box), 'Yes, but I'm not required to provide it:' (with sub-points: 'I'm exempt from paying vehicle excise tax, and/or' and 'My vehicle(s) are exempt from vehicle excise tax.'), and 'No, my business doesn't have a Washington location.'

b. Click the **Next** button.

**Individual:**

a. Select the applicable answer(s) for Is your residential address in Washington state? Question

The screenshot shows the 'Update Address' form. On the left is a dark blue sidebar with navigation links: 'Start page', 'What you'll need', 'Vehicle/Boat search', 'Search results', 'Address information', and 'Address type'. The main content area is titled 'Address type' and contains a 'Select Customer Type' section with two radio buttons: 'Business' and 'Individual' (which is selected and highlighted with a red box). Below this is the question 'Is your residential address in Washington state?' with five radio button options: 'Yes.' (selected and highlighted with a red box), 'Yes, but I'm not required to provide it:' (with sub-points: 'I'm exempt from paying vehicle excise tax, and/or' and 'My vehicle(s) are exempt from vehicle excise tax.'), 'No, I don't have a residence in Washington.', 'No, I'm stationed outside of Washington on military active duty.', and 'I live in Washington, but I do not have a residence.'

b. Click the **Next** button.



6. Enter the following address information and click **Next**.
  - a. Select the appropriate option from the Country dropdown menu, if applicable
  - b. Enter the Street address, select the appropriate option from the Unit type dropdown menu, and enter the Unit, if applicable.
  - a. Enter the City, select the appropriate option from the State dropdown menu, if applicable, and enter the Zip code.

The screenshot shows a web form titled "Update Address". On the left is a dark blue sidebar with a navigation menu. The main content area is titled "What's your mailing address?". The form fields are as follows:

- Country: USA (dropdown menu)
- Street address: Required (text input field)
- Street 2: (text input field)
- Unit type: (dropdown menu)
- Unit: (text input field)
- City: Required (text input field)
- State: WA - WASHINGTON (dropdown menu)
- Zip code: Required (text input field)

7. Verify the address and click **Next**.
8. Click the **Same as residential address** checkbox or enter your mailing address and click **Next**.
9. Enter the Email address and Confirm email address, if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

The screenshot shows the "Update Address" form with the "Email receipt" section selected. The sidebar menu is visible on the left. The main content area is titled "Email receipt" and contains the following elements:

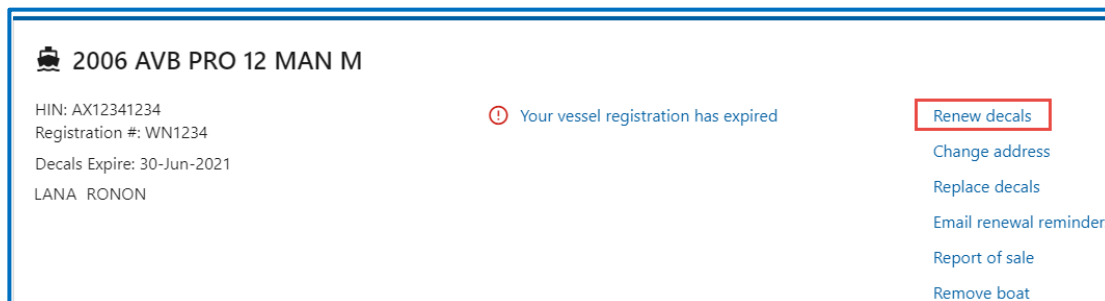
- A checkbox labeled "Email receipt" (which is checked).
- Text: "You can also print your confirmation at the end."
- Email address: (text input field)
- Confirm email address: (text input field)

10. Review the summary information and click **Submit** to proceed or **Previous** to make changes.
11. Click **Print** to print your transaction confirmation or **Continue** to return to your homepage.

## Renew Your Boat Decals

All boat registrations expire on June 30. You can renew your boat 6 months before the renewal date. If you have not used your boat in the previous year, you can renew after it's expired, if it's been expired less than 12 months.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Renew decals** hyperlink for the boat you would like to renew.



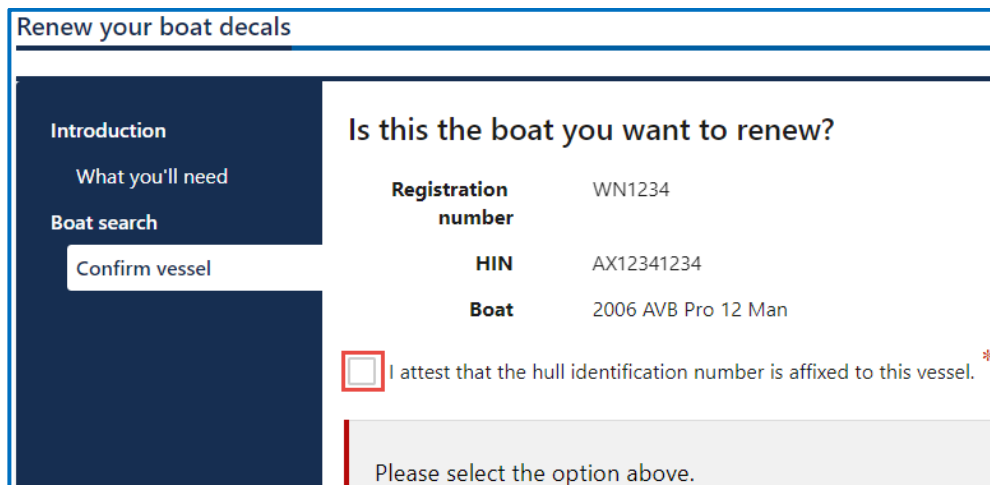
2006 AVB PRO 12 MAN M

HIN: AX12341234  
Registration #: WN1234  
Decals Expire: 30-Jun-2021  
LANA RONON

Your vessel registration has expired

Renew decals  
Change address  
Replace decals  
Email renewal reminders  
Report of sale  
Remove boat

3. Read the What you'll need page and click **Next**.
4. Review the boat information. Click the **I attest that the hull identification number is affixed to the boat** checkbox and click **Next**.



Renew your boat decals

Introduction  
What you'll need  
Boat search  
Confirm vessel

Is this the boat you want to renew?

Registration number	WN1234
HIN	AX12341234
Boat	2006 AVB Pro 12 Man

I attest that the hull identification number is affixed to this vessel. \*

Please select the option above.

5. Select **Yes** or **No** if your address is up to date and click **Next**. If you selected No, [update your address](#) then restart this process.

The screenshot shows a web form titled "Renew your boat decals". On the left is a dark blue sidebar with a menu: "Introduction", "What you'll need", "Boat search", "Confirm vessel", "Additional info", and "Current address" (which is highlighted). The main content area has the heading "Is your address up to date?". Below this is the sub-heading "Current address" and a note: "To protect your privacy, we don't display your address." There are two radio button options: "Yes, it's up to date." and "No, I've moved and need to update it." Both options have a red asterisk to their right. A red rectangular box highlights the "Yes" option.

6. Select one of the following options and click **Next**.
- I'd like them mailed by the office I select.
  - I'll pick them up at the office I select.

The screenshot shows the same "Renew your boat decals" form. The sidebar menu now includes "Office options" at the bottom. The main content area has the heading "How do you want to get your decals and registration?". There are two radio button options: "I'd like them mailed by the office I select." and "I'll pick them up at the office I select." Both options have a red asterisk to their right. A red rectangular box highlights the "I'd like them mailed by the office I select." option. Below the options is a note: "The office you select will mail within 5 business days." and another note: "Your items should be ready when you arrive."

7. Select the office to get your decals from and click **Next**.

8. Select **Yes** or **No** to donate Grays Harbor Historical Seaport and the Steamer Virginia V Foundation and click **Next**.

9. Review the fee information and click **Next**.

10. Enter the Email address where you would like a copy of your receipt emailed, Confirm email address, and click **Next**. If you do not want the receipt emailed, leave the fields blank and click the **Next** button.

11. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

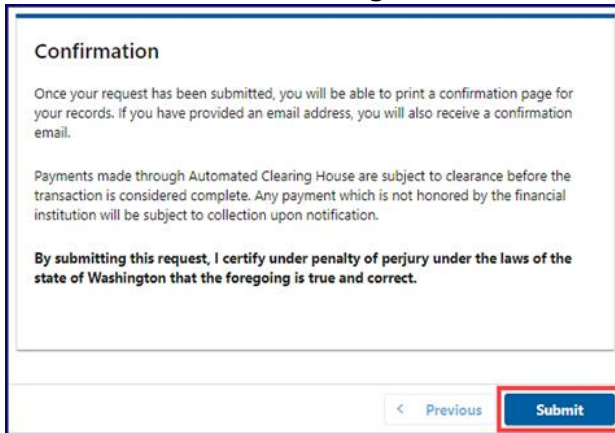
12. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



- vii. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

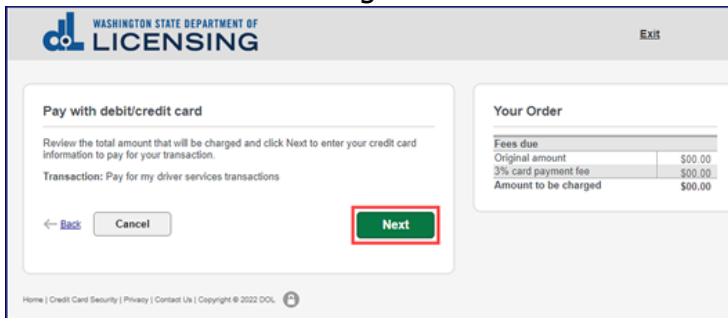
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

[← Previous](#) [Submit](#)

- b. Pay with Debit/Credit Card:

- i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

Pay with debit/credit card

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

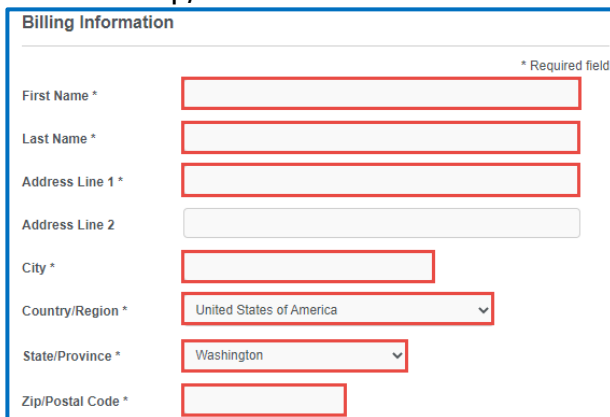
Transaction: Pay for my driver services transactions

← Back Cancel **Next**

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Your Order	
Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

- ii. Enter the First Name (as it appears on your card).
- iii. Enter the Last Name (as it appears on your card).
- iv. Enter the Address 1 (as it appears on your card statement).
- v. Enter the City.
- vi. Select the appropriate option from the Country/Region dropdown menu.
- vii. Select the appropriate option from the State/Province dropdown menu.
- viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*

- ix. Select the Card Type and enter the Card Number.
- x. Select the appropriate option for the Expiration Month dropdown menu.
- xi. Select the appropriate option for the Expiration Year dropdown menu.
- xii. Enter the Card Verification Number (CVN).
- xiii. Click the **Pay** button.

13. Click the **Next** button.

14. Review the information and click **Submit**.

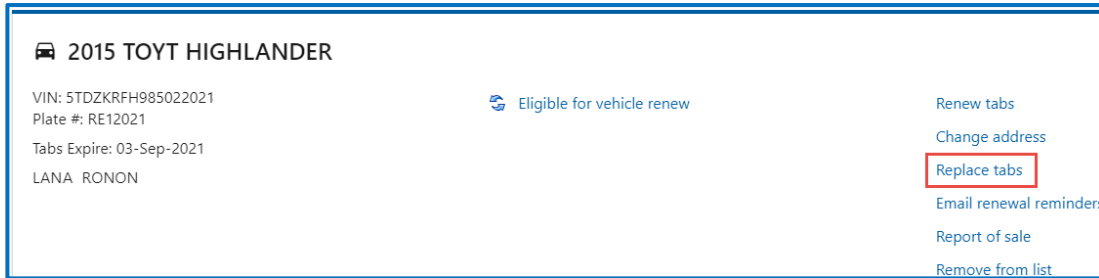
15. Read the information in the dialog box. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct.

16. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

## Replace Your Vehicle Tabs or Vessel Decals

You can replace your vehicle tabs or vessel decals if they are lost or damaged.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Replace Tabs** or **Replace Decals** hyperlink for the appropriate vehicle or vessel.



🚗 2015 TOYT HIGHLANDER

VIN: 5TDZKRFH985022021  
Plate #: RE12021  
Tabs Expire: 03-Sep-2021  
LANA RONON

🔄 Eligible for vehicle renew

- Renew tabs
- Change address
- Replace tabs**
- Email renewal reminders
- Report of sale
- Remove from list

3. Read the What you'll need page and click **Next**.
4. Verify the correct vehicle or vessel displays and click **Next**.
5. Select **Yes** or **No** if your address is up to date and click **Next**. If you selected No, update your address then restart this process.
6. Select one of the following options and click **Next**.
  - a. I'd like them mailed by the office I select.
  - b. I'll pick them up at the office I select.
7. Select the office to get your tabs from and click **Next**.
8. Review the fee information and click **Next**.
9. Enter the Email address where you would like a copy of your receipt emailed, Confirm email address, and click **Next**. If you do not want the receipt emailed, leave the fields blank and click the **Next** button.
10. Review the summary information and click **Submit** to proceed or **Previous** to make changes.



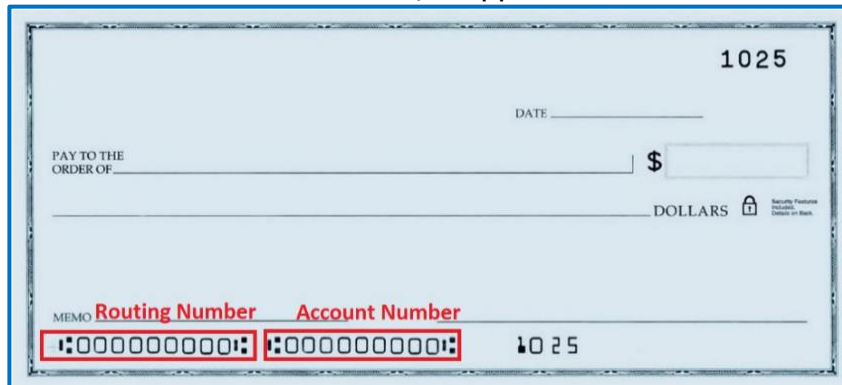
11. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

<b>Payment</b> Select an option to continue. <ul style="list-style-type: none"><li>Pay with a bank account for no added fees.</li><li>Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.</li></ul>	<b>Summary</b> Subtotal \$00.00 <b>Total Amount Due \$00.00</b>
<b>Submission</b> Name of transaction displays here \$00.00 Delete	<b>Pay with Bank Account</b> <b>Pay with Debit/Credit Card</b> <b>Cancel</b>

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

<b>Bank Account Type *</b> <input type="radio"/> Checking <input type="radio"/> Savings <b>Routing Number *</b> <input type="text" value="Required"/> <small>Populate Routing Number</small> <b>Account Number *</b> <input type="text" value="Required"/> <b>Confirm Account Number *</b> <input type="text" value="Required"/> <small>Save this payment channel for future use</small> <input type="checkbox"/> No <input type="checkbox"/> Yes	<b>Web ACH payment for driver service transactions.</b> <b>Payment Date</b> 16-Jul-2021 <b>Amount</b> 00.00 <b>Confirm Amount *</b> <input type="text" value="Required"/>
--	---

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



- vii. Click **Submit** after reading the Confirmation statement.

**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

< Previous **Submit**

- b. Pay with Debit/Credit Card:

- i. Click **Next** after reviewing the Fees due for Your Order.

WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

← Back Cancel **Next**

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**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

- ii. Enter the First Name (as it appears on your card).
    - iii. Enter the Last Name (as it appears on your card).
    - iv. Enter the Address 1 (as it appears on your card statement).
    - v. Enter the City.
    - vi. Select the appropriate option from the Country/Region dropdown menu.
    - vii. Select the appropriate option from the State/Province dropdown menu.
    - viii. Enter the Zip/Postal Code.

**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*

- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

12. Click the **Next** button.

13. Review the information and click **Submit**.

14. Read the information in the dialog box. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct.

15. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

## Vehicle/Vessel Report of Sale

The vehicle seller is responsible for filing a report of sale within 5 days of selling a vehicle. Filing the report of sale protects you from penalties or fines incurred by the new owner. You could be responsible for any penalties or fines if you file later.

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **Report of sale** hyperlink for the appropriate vehicle or vessel.

🚗 2015 TOYT HIGHLANDER

VIN: 5TDZKRFH985022021  
Plate #: RE12021  
Tabs Expire: 03-Sep-2021  
LANA RONON

Eligible for vehicle renew

Renew tabs  
Change address  
Replace tabs  
Email renewal reminders  
**Report of sale**  
Remove from list

3. Read the What you'll need page and click **Next**.
4. Review the information for the selected Vehicle or Vessel and click **Next**.
5. Complete the following Sale details and click **Next**.
  - a. Click the applicable button:
    - i. Gift/Donation
    - ii. Sale
    - iii. Trade
  - b. Enter the Date of gift/donation, Date of sale, or Date of trade.
  - c. Enter the Value or Sale price \$. Enter only whole dollar amounts.

Vehicle Report of Sale

Start page  
What you'll need  
Vehicle to report  
BRL8809  
Sale details  
Type, date and price

Sale details  
Please select one of the options below.

This vehicle was:  
Gift/Donation Sale Trade

Date of sale \*  
Required

Value \*  
Required

Enter only whole dollar amounts

Vehicle Report of Sale

Start page  
What you'll need  
Vehicle to report  
BRL8809  
Sale details  
Type, date and price

Sale details  
This vehicle was:  
Gift/Donation Sale Trade

Date of sale \*  
Required

Sale price \$ \*  
Required

Enter only whole dollar amounts

6. Select **Business** or **Individual**, complete the applicable process below, and click **Next**.
- a. Enter the Business name, if applicable.

Vehicle Report of Sale

<b>Start page</b>	<b>Seller's information</b>
What you'll need	
<b>Vehicle to report</b>	<b>Sold by</b>
RS14404	<input type="radio"/> Business <input type="radio"/> Individual
<b>Sale details</b>	<b>Business name *</b>
Type, date and price	<input type="text" value="Required"/>
<b>Seller details</b>	

- b. Enter the First name, enter the Middle name, and enter the Last name, if applicable.

Vehicle Report of Sale

<b>Start page</b>	<b>Seller's information</b>
What you'll need	
<b>Vehicle to report</b>	<b>Sold by</b>
RS14404	<input type="radio"/> Business <input checked="" type="radio"/> Individual
<b>Sale details</b>	<b>First name</b>
Type, date and price	<input type="text"/>
<b>Seller details</b>	<b>Middle name</b>
<b>Sold by</b>	<input type="text"/>
	<b>Last name *</b>
	<input type="text" value="Required"/>

7. Complete the following seller address information and click **Next**.
  - a. Select the appropriate option from the Country dropdown menu, if applicable.
  - b. Enter the Street address.
  - c. Select the Unit type and enter the Unit, if applicable.
  - d. Enter the City.
  - e. Select the appropriate option from the State dropdown menu, if applicable.
  - f. Enter the Zip code.

The screenshot shows a web form titled "Vehicle Report of Sale". On the left is a dark blue sidebar with navigation links: "Start page", "What you'll need", "Vehicle to report" (with value RS14404), "Sale details" (with sub-link "Type, date and price"), "Seller details" (with sub-link "Sold by"), and "Address" (highlighted with a white tooltip). The main content area is titled "Seller address" and contains the following fields:

- Country:** A dropdown menu with "USA" selected.
- Street address:** A text input field with a red asterisk and the word "Required" below it.
- Street 2:** A text input field.
- Unit type:** A dropdown menu.
- Unit:** A text input field.
- City:** A text input field with a red asterisk and the word "Required" below it.
- State:** A dropdown menu with "WA - WASHINGTON" selected.
- Zip code:** A text input field with a red asterisk and the word "Required" below it.

8. Verify the address and click **Next**.
9. Select **Business** or **Individual** for the New owner's information and complete one of the following processes:
  - a. Enter the Business name, if applicable, and click **Next**.
  - b. Enter the First name, Middle name, Last name, and Driver license number, if applicable, and click **Next**.

10. Complete the following New Owner address information and click **Next**.
  - a. Select the appropriate option from the Country dropdown menu, if applicable.
  - b. Enter the Street address.
  - c. Select the Unit type and enter the Unit, if applicable.
  - d. Enter the City.
  - e. Select the appropriate option from the State dropdown menu, if applicable.
  - f. Enter the Zip code.
11. Review the Fee information and click **Next**.
12. Enter the Email address where you would like a copy of your receipt emailed, Confirm email address, and click **Next**. If you do not want the receipt emailed, leave the fields blank and click **Next**.
13. Review the summary information and click **Submit** to proceed or **Previous** to make changes.
14. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

<p><b>Payment</b></p> <p>Select an option to continue.</p> <ul style="list-style-type: none"> <li>Pay with a bank account for no added fees.</li> <li>Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.</li> </ul> <p><b>Submission</b></p> <table border="0"> <tr> <td>Name of transaction displays here</td> <td style="text-align: center;">\$00.00</td> <td style="text-align: right;"><a href="#">Delete</a></td> </tr> </table>	Name of transaction displays here	\$00.00	<a href="#">Delete</a>	<p><b>Summary</b></p> <table border="0"> <tr> <td>Subtotal</td> <td style="text-align: right;">\$00.00</td> </tr> <tr> <td><b>Total Amount Due</b></td> <td style="text-align: right;"><b>\$00.00</b></td> </tr> </table> <div style="margin-top: 10px;"> <p style="text-align: center;"><a href="#">Pay with Bank Account</a></p> <p style="text-align: center;"><a href="#">Pay with Debit/Credit Card</a></p> <p style="text-align: center;"><a href="#">Cancel</a></p> </div>	Subtotal	\$00.00	<b>Total Amount Due</b>	<b>\$00.00</b>
Name of transaction displays here	\$00.00	<a href="#">Delete</a>						
Subtotal	\$00.00							
<b>Total Amount Due</b>	<b>\$00.00</b>							

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

Bank Account Type \*

Checking

Savings

Routing Number \*

Required

Populate Routing Number

Account Number \*

Required

Confirm Account Number \*

Required

Save this payment channel for future use

No Yes

Web ACH payment for driver service transactions.

Payment Date

16-Jul-2021

Amount

00.00

Confirm Amount \*

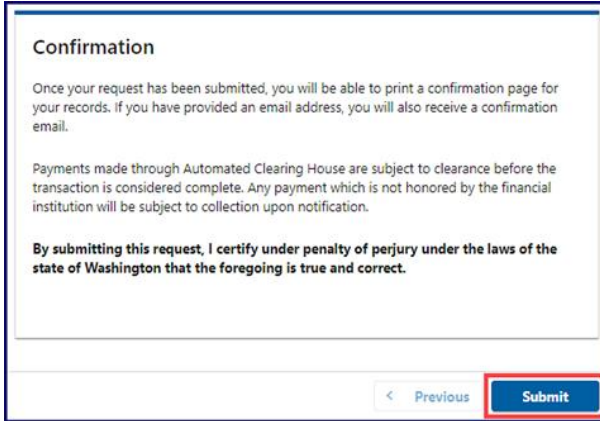
Required

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.





- vii. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

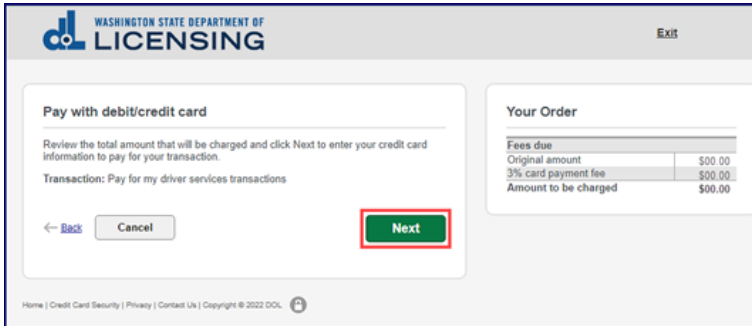
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

< Previous **Submit**

- b. Pay with Debit/Credit Card:

- i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

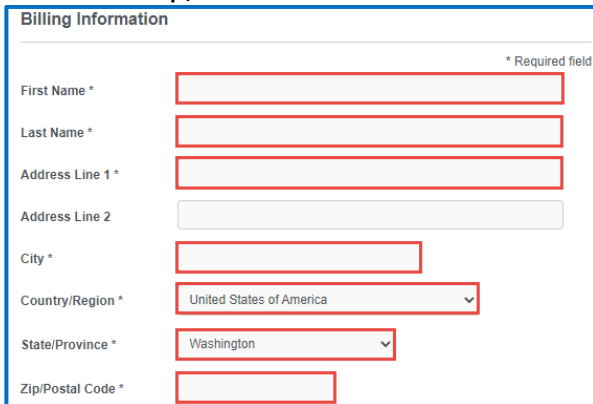
Transaction: Pay for my driver services transactions

← Back Cancel **Next**

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Your Order	
Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

- ii. Enter the First Name (as it appears on your card).
    - iii. Enter the Last Name (as it appears on your card).
    - iv. Enter the Address 1 (as it appears on your card statement).
    - v. Enter the City.
    - vi. Select the appropriate option from the Country/Region dropdown menu.
    - vii. Select the appropriate option from the State/Province dropdown menu.
    - viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*

- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

**Payment Details**

Card Type \*

VISA Visa
  Mastercard
  Amex

Card Number \*

Expiration Month \*  Expiration Year \*

CVN \*  This code is a three or four digit number printed on the back or front of credit cards.

16. Click the **Next** button.

17. Review the information and click **Submit**.

18. Read the information in the dialog box. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct.

**Confirmation**

Submit Your Transaction

Clicking "OK" will submit your request. Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

19. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

**Submission**

Name of transaction displays here \$00.00 [View more details](#)

**Summary**

Subtotal \$00.00

**Total Amount Paid \$00.00**

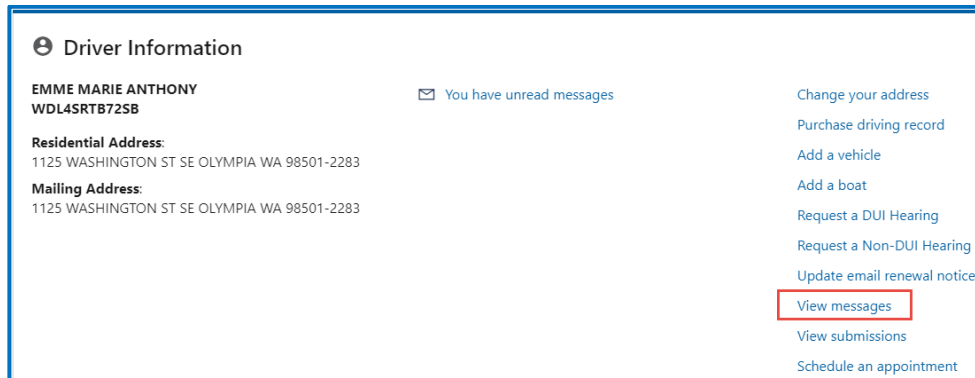
Thank you for making your payment.

# Account Options

## View Messages

All transactions you complete in your LX account are available to view from your homepage.

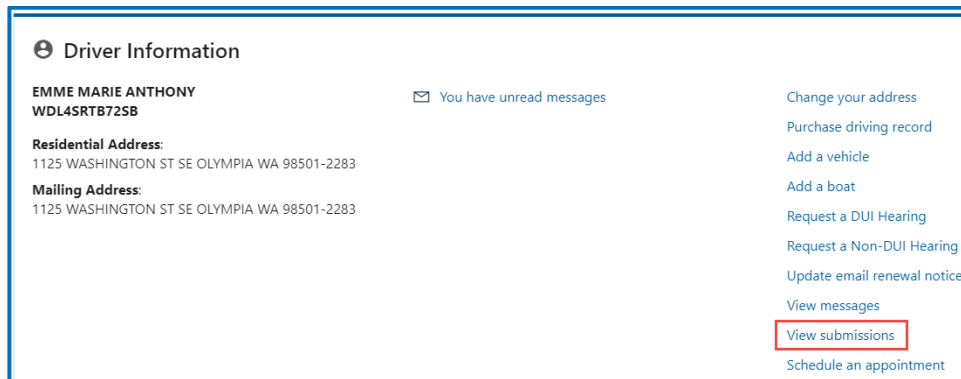
1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **View messages** hyperlink.



3. Click the **Subject** hyperlink to view the message. Click the **Archive** hyperlink, if applicable.
4. Click the **Home** icon to return to your homepage.

## View Submissions

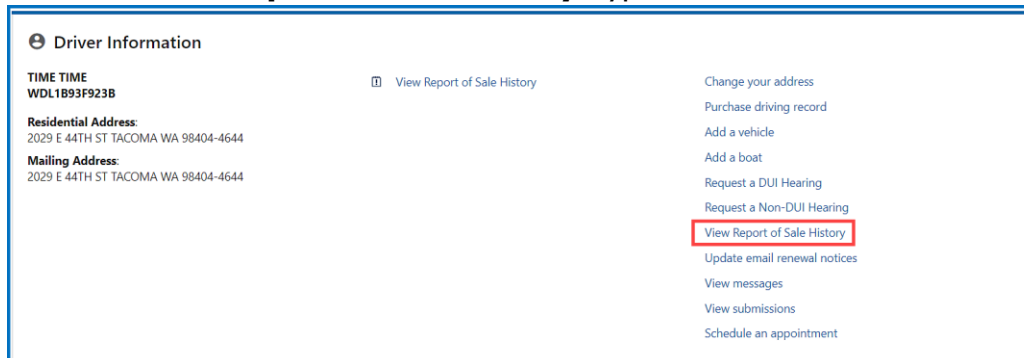
1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **View Submissions** hyperlink.



3. Click the **Title** hyperlink to view your submission.
4. Click the **View Submission** hyperlink to return to the View Submissions page.
5. Click the **Home** icon to return to your homepage.

## View Report of Sale History or Reprint receipt

1. Login to License eXpress [secure.dol.wa.gov](https://secure.dol.wa.gov).
2. Click the **View Report of Sale History** hyperlink.



Driver Information

TIME TIME  
WDL1B93F923B

Residential Address:  
2029 E 44TH ST TACOMA WA 98404-4644

Mailing Address:  
2029 E 44TH ST TACOMA WA 98404-4644

View Report of Sale History

Change your address  
Purchase driving record  
Add a vehicle  
Add a boat  
Request a DUI Hearing  
Request a Non-DUI Hearing  
**View Report of Sale History**  
Update email renewal notices  
View messages  
View submissions  
Schedule an appointment

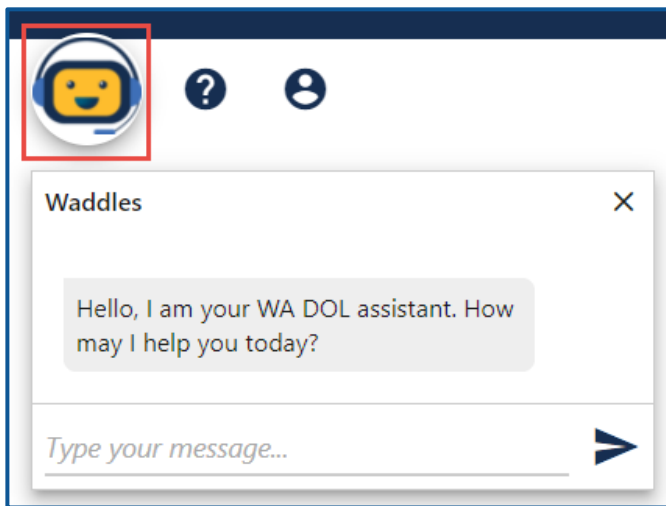
- 3.
4. Click the **Print Confirmation** hyperlink to print your Report of Sale receipt and close the browser window, if applicable.
5. Click the **View Web Request** hyperlink to view your Report of Sale History.
6. Click the **Report of Sale Web Request History** hyperlink to return to the Report of Sale Web Request History page.

# Technical Support

## Chat Assistant

You can utilize the Chat Assistant, Waddles, if you need additional assistance while using License eXpress. Alternatively, you can call DOL with your Support ID and a representative can help you resolve the issue.

1. Click the **Assistant** icon to open the assistant. Alternatively, click on the **Support Menu** icon and the **Open the Assistant** hyperlink.

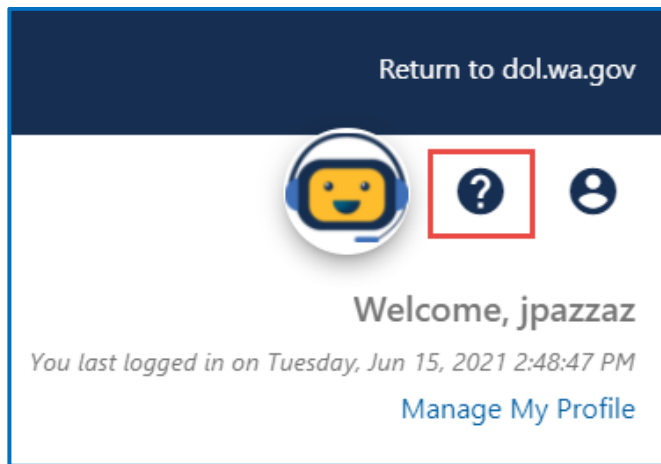


2. Type your message or keyword in the message field and press Enter. Waddles will do its best to direct you to information to help you complete your transaction.

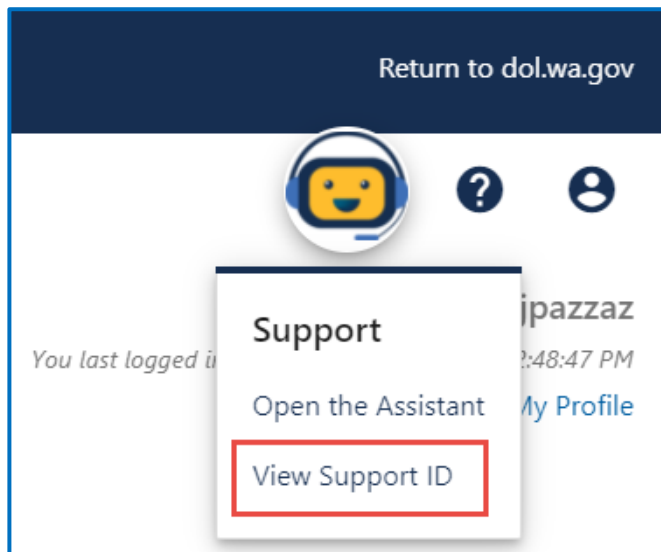
## Support ID

If you are having trouble completing a submission in your personal License eXpress account, call or email the Department of Licensing so we can help you with this issue, 360-902-3900 or Online [services@dol.wa.gov](mailto:services@dol.wa.gov). If we ask you for your Support ID, you can retrieve it from your account. It is important to capture this number immediately after you come across an issue. If possible, do not log out of your account until we help you resolve the issue. Each time you log out of E-services, the support ID number changes.

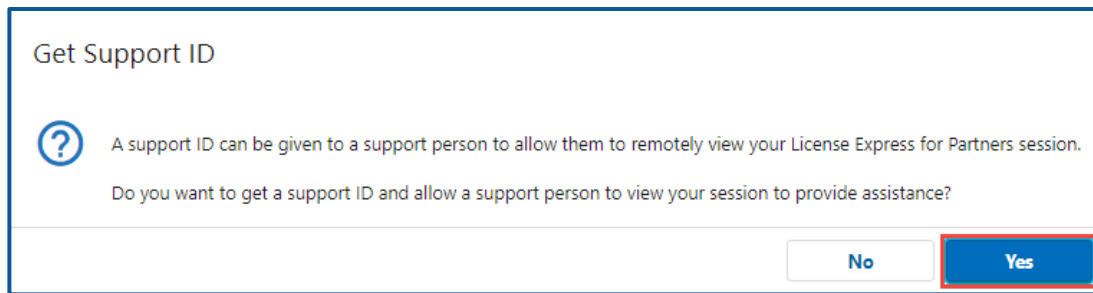
1. Click the **Support Menu** icon. You can access the menu icon from any screen in your E-services account.



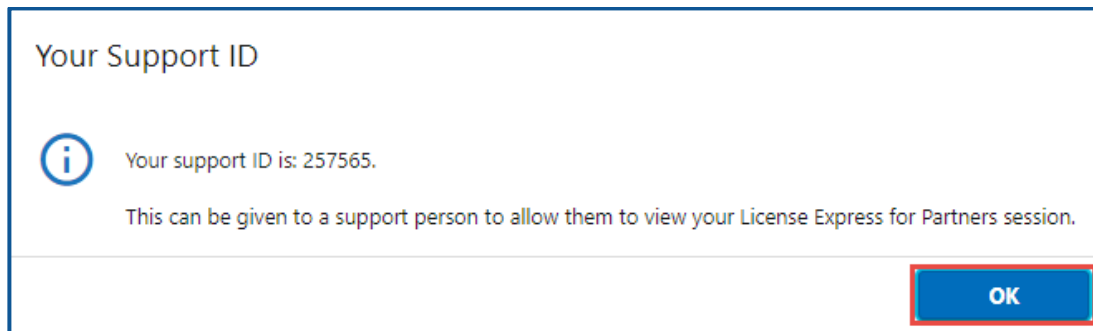
2. Click the **View Support ID** hyperlink from the dropdown menu.



3. Click the **Yes** button in the dialog box.



4. Capture the Support ID number displayed. Click the **OK** button to close the dialog box.



5. Provide the Support ID number when you call or email DOL for assistance.

## No Logon Transactions

DOL provides online transactions without creating a License eXpress account. This is a quick way to do some limited transactions online.

## Driver License Transactions

This section guides you through the steps to renew or replace your Washington driver license or identification card. Individuals using the no logon option and want an Enhanced Driver License (EDL), or Enhanced Identification Card (EID) must visit a Licensing Services Office (LSO).

### Renew a Driver License or State ID

The renewal license fees vary based on whether you renew your license or ID for 6 or 8 years and if you have any endorsements.

1. Access [dol.wa.gov](http://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.

#### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).



3. Click the **Renew your license or state ID** button in the Driver licenses and IDs section.



4. Read the What you'll need page, click the **I'm not a robot** Captcha check box, complete the verification pop-up, click **Verify**, and click **Next**.
5. Enter your first name and middle name as it appears on your driver license. Alternatively, click the **No first name?** or **No middle name?** hyperlink(s), click the appropriate checkbox(es), and click **OK**.

6. Enter your last name.
7. Click the calendar icon and select your date of birth.
8. Enter your WA license number.

9. Enter your Social Security Number and click **Next**. Alternatively, click the **No Social Security Number?** hyperlink, **I don't have a Social Security#** checkbox, and **OK**. You will be required to verify this information again when you go to a licensing services office.

A screenshot of a web form titled "Social Security Number \*". It features two input fields: "Required" and "No Social Security Number?". At the bottom right, there are "Previous" and "Next" navigation buttons. Red boxes highlight the "Required" field and the "Next" button.

A screenshot of a dialog box titled "Additional Social Security Number options". It contains a message: "Social Security Number is required". Below the message are two bullet points: "If you do not have a Social Security Number you may remove the requirement selecting a reason below" and "You will be asked to verify this information again when you go to a licensing office". There is a checkbox labeled "I don't have a Social Security #" which is checked. At the bottom are "Cancel" and "OK" buttons. Red boxes highlight the checkbox and the "OK" button.

**Note:** You must enter the information in steps 5-8 exactly as it appears on your driver license, or you will not be able to complete your transaction online.

10. Enter and confirm your email, select the Preferred phone type from the dropdown menu, enter your phone number, and click Next.

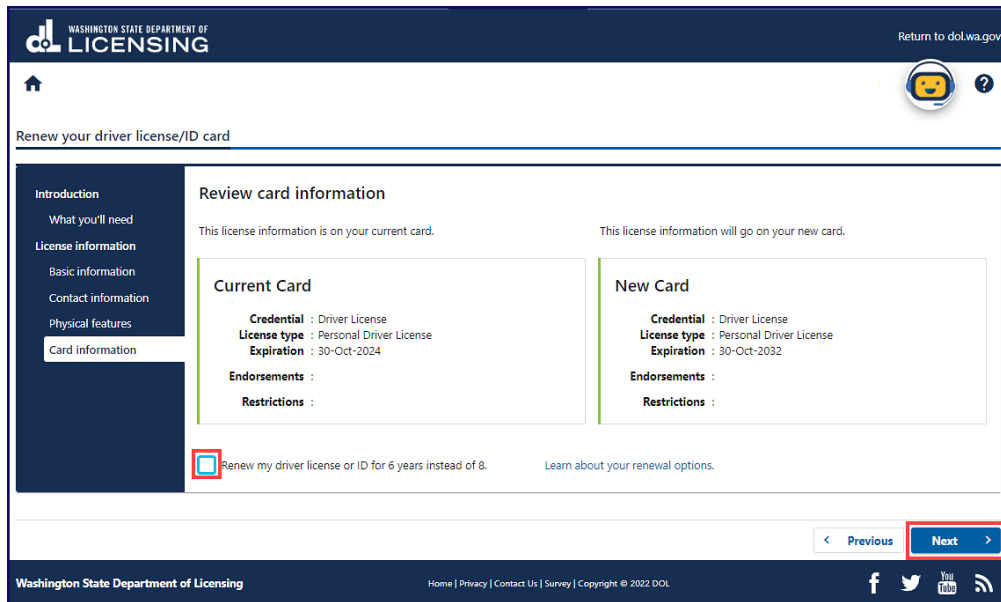
A screenshot of the Washington State Department of Licensing website showing the "Renew your driver license/ID card" form. The form is titled "Contact information" and includes fields for "Email \*", "Confirm email \*", "Preferred phone type", and "Phone number \*". The "Email" and "Confirm email" fields are marked as "Required". The "Preferred phone type" is a dropdown menu with "Cell Phone" selected. The "Phone number" field is also marked as "Required". At the bottom right, there are "Previous" and "Next" navigation buttons. Red boxes highlight the "Email" field, the "Confirm email" field, the "Preferred phone type" dropdown, the "Phone number" field, and the "Next" button.

11. Do one of the following on the Physical features screen:
- a. Select **Yes** from the Is this information correct? dropdown menu and click **Next**.

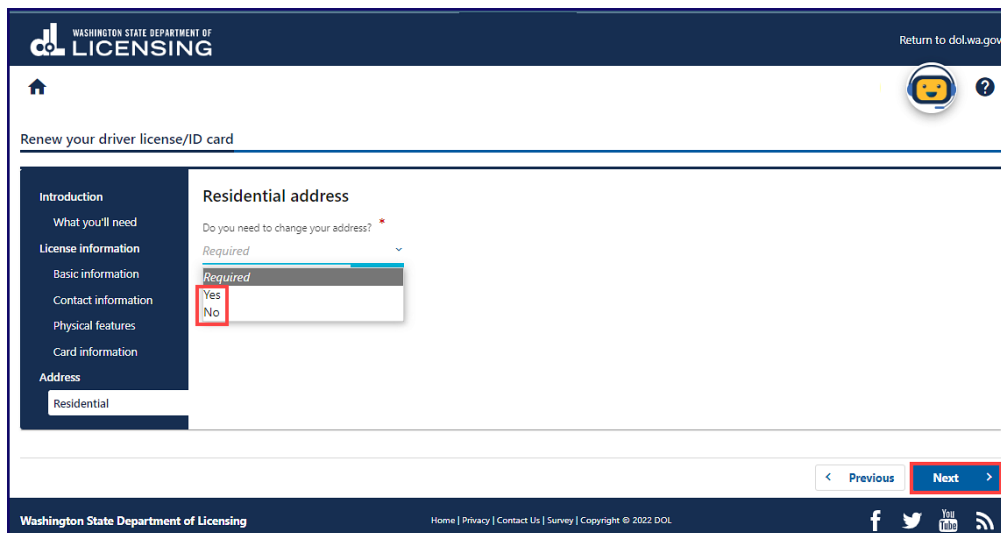
- b. Select **No** from the Is this information correct? dropdown menu.

- i. Enter your updated physical appearance information from the dropdown menus.
- ii. Click the **I certify that the above information is true and correct** check box and click the **Next**.

12. Click the **Renew my driver license or id for 6 years instead of 8** checkbox, if applicable, review the card information, and click **Next**.



13. Select **Yes** or **No** from the Do you need to change your address? dropdown menu and click **Next**. You are directed to the License Express portal to log in or create an account when selecting Yes.



**Residential address**

Do you need to change your address?

Yes

You must [log in](#) or [create an account](#) to change your address.

Select **Yes** or **No** from the Do you need to change your mailing address? dropdown menu and click **Next**. You are directed to the License Express portal to log in or create an account when selecting Yes.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to [dol.wa.gov](#)

Renew your driver license/ID card

**Residential address**

Do you need to change your address?

No

Do you need to change your mailing address? \*

Required

Required

Yes

No

Residential

Previous Next

Washington State Department of Licensing

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Do you need to change your mailing address?

Yes

You must [log in](#) or [create an account](#) to change your address.

14. Select **Yes** or **No** from the Do you want to register, or sign up to vote or update your voter registration? dropdown menu and click **Next**. We will send your information to the Secretary of State if you selected Yes.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your driver license/ID card

**Registration options**

Do you want to register, or sign up to vote or update your voter registration?

Yes  We'll send your info to the Secretary of State.

Would you like to remain registered or register as an organ, eye, and tissue donor?

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Washington State Department of Licensing

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15. Select **Yes** or **No** from the Would you like to remain registered or register as an organ, eye, and tissue donor? dropdown menu and click **Next**. [LifeCenter](#) Northwest stores your information in a confidential database if you selected Yes.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your driver license/ID card

**Registration options**

Do you want to register, or sign up to vote or update your voter registration?

Yes  We'll send your info to the Secretary of State.

Would you like to remain registered or register as an organ, eye, and tissue donor?

Yes

You have selected to be an organ donor! Your information will be stored in a confidential database managed by Washington's Organ Procurement Organization, LifeCenter Northwest. You can learn more about organ donation at [www.lcnw.org](http://www.lcnw.org) or call 1-877-275-5269

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Washington State Department of Licensing

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16. Click the **I certify the facts of this voter registration are true** checkbox, if applicable, and click **Next**. This screen only appears if you selected Yes on step 15.

WASHINGTON STATE DEPARTMENT OF LICENSING Return to dol.wa.gov

Renew your driver license/ID card

**Registration certification**

You have indicated that you would like to register to vote or update your voter registration. You must certify the statements below.

- I am a citizen of the United States.
- I will have lived at this address in Washington for at least 30 days immediately before the next election at which I vote,
- I am at least 16 years old, and
- I am not disqualified from voting due to a court order, and I am not currently serving a sentence of total confinement under the jurisdiction of the Department of Corrections for a Washington felony conviction, and I am not currently incarcerated for a federal or out-of-state felony conviction.

I certify the facts of this voter registration are true. \*

If you knowingly provide false information on this voter registration form or knowingly make a false declaration about your qualifications for voter registration you will have committed a class C felony that is punishable by imprisonment for up to 5 years, a fine of up to \$10,000 or both.

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18. Review the summary screen and click **Submit** to proceed or **Previous** to make changes.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to [dol.wa.gov](http://dol.wa.gov)

Renew your driver license/ID card

**Introduction**  
Make sure your information is correct.  
If it's not, go [Back](#) to make edits.

**License information**  
 Basic information  
 Contact information  
 Physical features  
 Card information  
**Address**  
 Residential  
**Fees and options**  
 Registration options  
 Certify registration  
 Fees  
**Summary**

**Personal information**  
 Name : Owyn Mo Monie  
 Birth date : 10/30/1988  
 Sex : Male  
 Height : 6' 04"  
 Weight : 230  
 Eye color : Brown

**License information**  
 Expiration : 10/30/2032  
 Endorsements : None  
 Restrictions : None

**Address information**  
 Residential address : Address on file

**Additional questions**  
 Register to vote : I would like to register to vote or update my voter registration  
 Organ donor : I would like to register as an organ donor  
 Mother's maiden name : Unknown

The following certification is for driver license holders only.  
 I certify that:

- my vision is 20/40 or better with or without glasses, contacts, or corrective lenses.
- I have no mental or physical condition and I am not taking any medication that could impair my ability to operate a motor vehicle.

**By submitting this transaction and your payment, you are certifying under penalty of perjury under the state of Washington that the foregoing is true and correct.**

[Previous](#) **Submit**

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20. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and do one of the following:

**Payment**  
 Select an option to continue.

- Pay with a bank account for no added fees.
- Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.

**Submission**

Name of transaction displays here	\$00.00	Delete
-----------------------------------	---------	--------

**Summary**

Subtotal \$00.00

**Total Amount Due** \$00.00

**Pay with Bank Account**

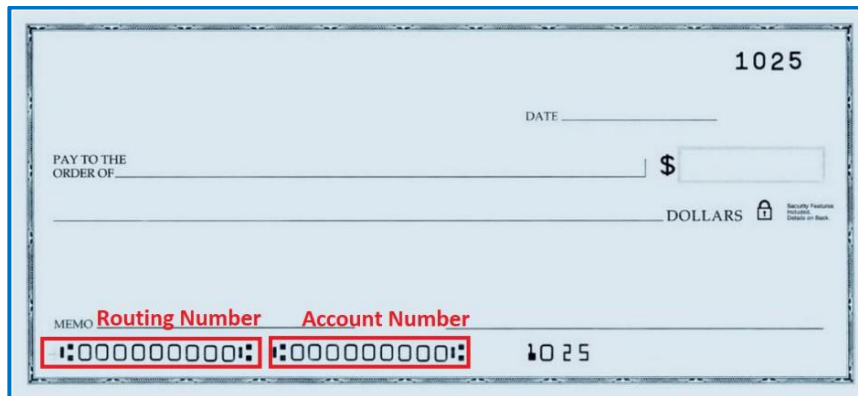
**Pay with Debit/Credit Card**

Cancel

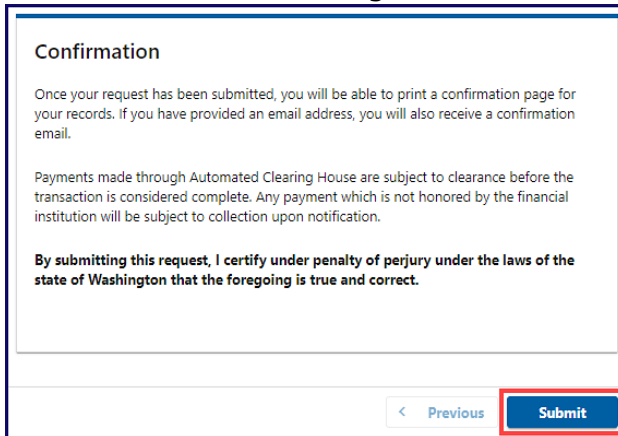
- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

<p>Bank Account Type *</p> <p><input type="radio"/> Checking</p> <p><input type="radio"/> Savings</p> <p>Routing Number *</p> <p>Required</p> <p>Populate Routing Number</p> <p>Account Number *</p> <p>Required</p> <p>Confirm Account Number *</p> <p>Required</p> <p>Save this payment channel for future use</p> <p>No Yes</p>	<p>Web ACH payment for driver service transactions.</p> <p>Payment Date</p> <p>16-Jul-2021</p> <p>Amount</p> <p>00.00</p> <p>Confirm Amount *</p> <p>Required</p>
--	---

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



vii. Click **Submit** after reading the Confirmation screen.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

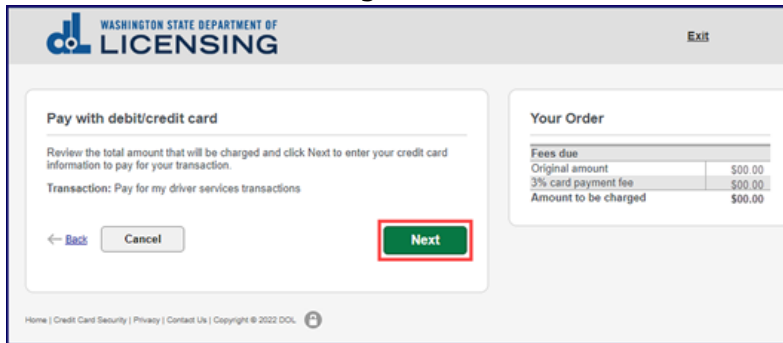
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

< Previous **Submit**

b. Pay with Debit/Credit Card:

i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

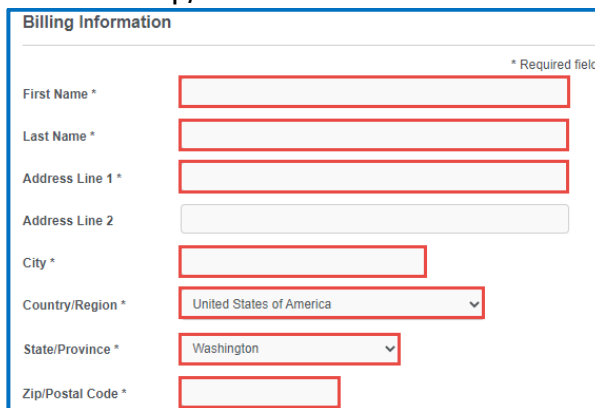
Transaction: Pay for my driver services transactions

← Back Cancel **Next**

Home | Credit Card Security | Privacy | Contact Us | Copyright © 2022 DOL

Your Order	
<b>Fees due</b>	
Original amount	\$00.00
3% card payment fee	\$00.00
<b>Amount to be charged</b>	<b>\$00.00</b>

- ii. Enter the First Name (as it appears on your card).
- iii. Enter the Last Name (as it appears on your card).
- iv. Enter the Address 1 (as it appears on your card statement).
- v. Enter the City.
- vi. Select the appropriate option from the Country/Region dropdown menu.
- vii. Select the appropriate option from the State/Province dropdown menu.
- viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*

- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

20. Click the **Next** button.

21. Review the information and click **Submit**.

22. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct after reading the information in the dialog box.

23. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

## Replace a Driver License

The replacement license fee is \$20. You can order a replacement license online up to 3 times a year. If your license expires within 3 months, you will need to renew it instead.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the **Check out our other online services** hyperlink.

### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Replace your license or state ID** button in the Driver licenses and IDs section.



The screenshot shows a webpage titled "Driver licenses and IDs" with the subtitle "Manage your driver license, state id, or driving permit". Below the subtitle is a list of five menu items, each with a right-pointing chevron icon. The second item, "Replace your license or state ID", is highlighted with a red rectangular box. The other items are "Renew your license or state ID", "Check the status of your license", "Submit your CDL medical documents", and "See what Enhanced License/ID documents to bring". Above the menu items is a photograph of a woman smiling in the driver's seat of a car, with a dog sitting in the passenger seat.

4. Read the What you'll need page, click the **I'm not a robot** Captcha check box, complete the verification pop-up, click **Verify**, and click **Next**.

5. Enter your first name and middle name as it appears on your driver license. Alternatively, click the **No first name?** or **No middle name?** hyperlink(s), click the appropriate checkbox(es), and click **OK**.

6. Enter your last name.
7. Click the **calendar** icon and select your date of birth.
8. Enter your WA license number.

A registration form with three fields. The first field is labeled "Last name" with a red asterisk and a "Required" label. The second field is labeled "Date of birth (DOB)" with a red asterisk, a "Required" label, and a calendar icon. The third field is labeled "WA license number (LIC#)" with a red asterisk below it.

9. Enter your Social Security Number and click **Next**. Alternatively, click the **No Social Security Number?** hyperlink, **I don't have a Social Security#** checkbox, and **OK**. You must verify this information again when you go to a licensing services office.

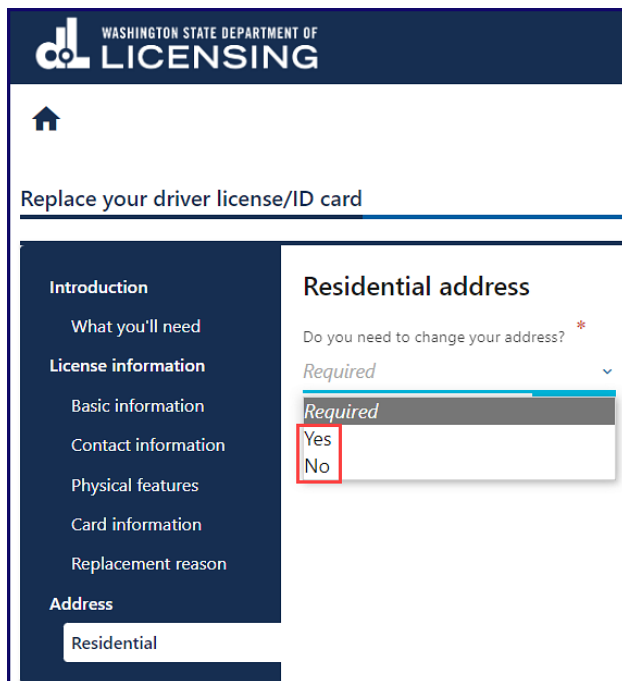
A form for entering a Social Security Number. It has a "Social Security Number" field with a red asterisk and a "Required" label. Below it is a "No Social Security Number?" checkbox. At the bottom right are "Previous" and "Next" buttons.

A dialog box titled "Additional Social Security Number options" with a close button (X). It contains a message: "Social Security Number is required". Below the message are two bullet points: "If you do not have a Social Security Number you may remove the requirement selecting a reason below" and "You will be asked to verify this information again when you go to a licensing office". There is a checkbox labeled "I don't have a Social Security #". At the bottom are "Cancel" and "OK" buttons.

**Note:** You must enter the information in steps 5-8 exactly as it appears on your driver license, or you will not be able to complete your transaction online.

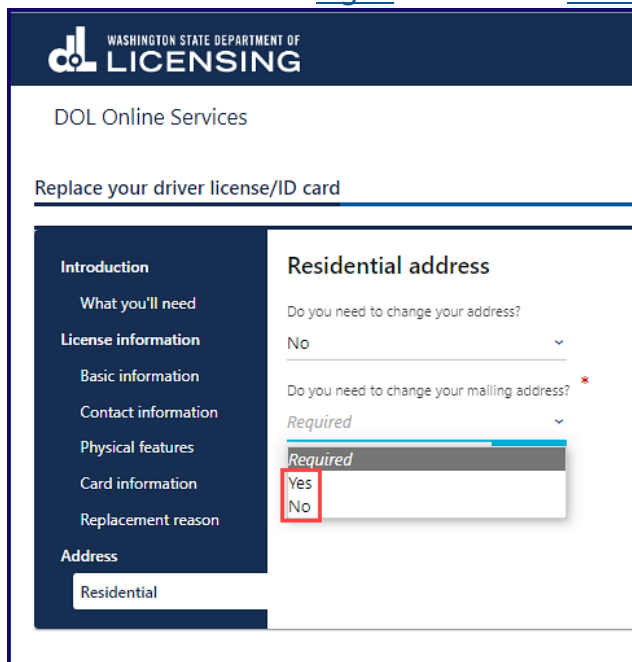
10. Enter your email, confirm email, phone number, and click **Next**.
11. Review the information on the Physical features screen and do one of the following:
  - a. Select **Yes** from the **Is this information correct?** dropdown menu and click **Next**.
  - b. Select **No** from the **Is this information correct?** dropdown menu, enter the applicable updated physical appearance information, and click **Next**.
12. Review the card information and click **Next**.
13. Select **Yes** from the Is your ID/Instruction Permit/License in your possession? dropdown menu and click **Next**. Alternatively, Select **No** from the Is your ID/Instruction Permit/License in your possession? dropdown menu, select the appropriate Reason for replacement from the dropdown menu, and click **Next**.

14. Select **Yes** or **No** from the Do you need to change your address? dropdown menu and click **Next**. You must [log in](#) or create a [License eXpress account](#) if you selected Yes.



The screenshot shows the Washington State Department of Licensing website. The page title is "Replace your driver license/ID card". On the left, there is a navigation menu with sections: "Introduction" (What you'll need), "License information" (Basic information, Contact information, Physical features, Card information, Replacement reason), and "Address" (Residential). The main content area is titled "Residential address" and contains the question "Do you need to change your address?" with a red asterisk. Below the question is a dropdown menu with "Required" selected. A red box highlights the "Yes" and "No" options in the dropdown menu.

15. Select **Yes** or **No** from the Do you need to change your mailing address? dropdown menu and click **Next**. You must [log in](#) or create a [License eXpress account](#) if you selected Yes.



The screenshot shows the Washington State Department of Licensing website. The page title is "DOL Online Services" and "Replace your driver license/ID card". On the left, there is a navigation menu with sections: "Introduction" (What you'll need), "License information" (Basic information, Contact information, Physical features, Card information, Replacement reason), and "Address" (Residential). The main content area is titled "Residential address" and contains two questions: "Do you need to change your address?" with "No" selected, and "Do you need to change your mailing address?" with a red asterisk. Below the second question is a dropdown menu with "Required" selected. A red box highlights the "Yes" and "No" options in the dropdown menu.



16. Select **Yes** or **No** from the Do you want to register, or sign up to vote or update your voter registration? dropdown menu. DOL sends your information to the Secretary of State if you selected Yes.

The screenshot shows the 'Registration options' section of the Washington State Department of Licensing website. The page title is 'Replace your driver license/ID card'. The left sidebar contains a navigation menu with categories: Introduction, License information, Address, Fees and options, and Registration options. The main content area has the heading 'Registration options' and the question 'Do you want to register, or sign up to vote or update your voter registration?'. A dropdown menu is open, showing 'Yes' selected. To the right of the dropdown, it says 'We'll send your info to the Secretary of State.' Below this is another question: 'Would you like to remain registered or register as an organ, eye, and tissue donor?' with a 'No' dropdown menu. At the bottom right, there are 'Previous' and 'Next' buttons, with 'Next' highlighted in blue.

17. Select **Yes** or **No** from the Would you like to remain registered or register as an organ, eye, and tissue donor? dropdown menu and click **Next**. [LifeCenter](#) Northwest stores your information in a confidential database if you selected Yes.

The screenshot shows the 'Registration options' section of the Washington State Department of Licensing website. The page title is 'Replace your driver license/ID card'. The left sidebar contains a navigation menu with categories: Introduction, License information, Address, Fees and options, and Registration options. The main content area has the heading 'Registration options' and the question 'Do you want to register, or sign up to vote or update your voter registration?' with a 'No' dropdown menu. Below this is another question: 'Would you like to remain registered or register as an organ, eye, and tissue donor?'. A dropdown menu is open, showing 'Yes' selected. Below the dropdown, there is a message: 'You have selected to be an organ donor! Your information will be stored in a confidential database managed by Washington's Organ Procurement Organization, LifeCenter Northwest. You can learn more about organ donation at [www.lcnw.org](http://www.lcnw.org) or call 1-877-275-5269'. At the bottom right, there are 'Previous' and 'Next' buttons, with 'Next' highlighted in blue.

18. Click the **I certify the facts of this voter registration are true** checkbox, if applicable, and click **Next**. This screen only appears if you selected Yes on step 16.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Replace your driver license/ID card

**Registration certification**

You have indicated that you would like to register to vote or update your voter registration. You must certify the statements below.

- I am a citizen of the United States,
- I will have lived at this address in Washington for at least 30 days immediately before the next election at which I vote,
- I am at least 16 years old, and
- I am not disqualified from voting due to a court order, and I am not currently serving a sentence of total confinement under the jurisdiction of the Department of Corrections for a Washington felony conviction, and I am not currently incarcerated for a federal or out-of-state felony conviction.

I certify the facts of this voter registration are true. \*

If you knowingly provide false information on this voter registration form or knowingly make a false declaration about your qualifications for voter registration you will have committed a class C felony that is punishable by imprisonment for up to 5 years, a fine of up to \$10,000 or both.

Washington State Department of Licensing

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19. Review the fee details and click **Next**.

20. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

21. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

**Payment**

Select an option to continue.

- Pay with a bank account for no added fees.
- Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.

**Submission**

Name of transaction displays here		
	\$0.00	Delete

**Summary**

Subtotal	\$0.00
<b>Total Amount Due</b>	<b>\$0.00</b>

Pay with Bank Account

Pay with Debit/Credit Card

Cancel

a. Pay with Bank Account:

- i. Select **Checking** or **Savings** as the Bank Account Type.
- ii. Enter the Routing Number.
- iii. Enter the Account Number.
- iv. Confirm the Account Number.
- v. Select **Yes** or **No** to save this payment channel for future use.
- vi. Confirm the Amount.

Bank Account Type \*

Checking

Savings

Routing Number \*

Required

Populate Routing Number

Account Number \*

Required

Confirm Account Number \*

Required

Save this payment channel for future use

No Yes

Web ACH payment for driver service transactions.

Payment Date

16-Jul-2021

Amount

00.00

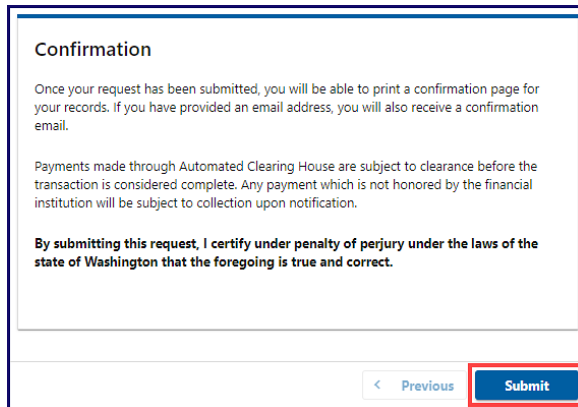
Confirm Amount \*

Required

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



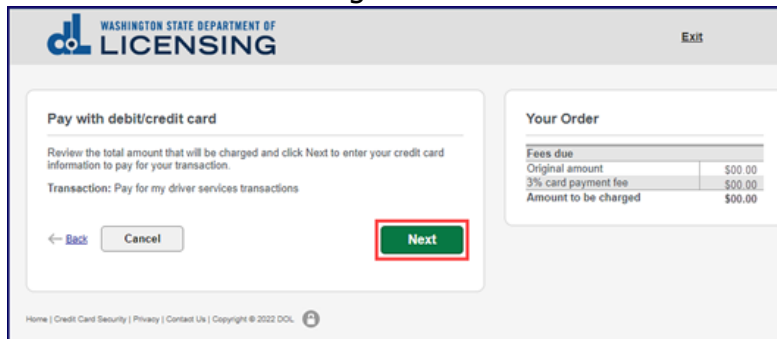
- vii. Click **Submit** after reading the Confirmation statement.



The screenshot shows a 'Confirmation' page with the following text: 'Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.' Below this, it states: 'Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.' A bolded statement reads: 'By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.' At the bottom, there are two buttons: 'Previous' and 'Submit', with the 'Submit' button highlighted by a red box.

- b. Pay with Debit/Credit Card:

- i. Click **Next** after reviewing the Fees due for Your Order.

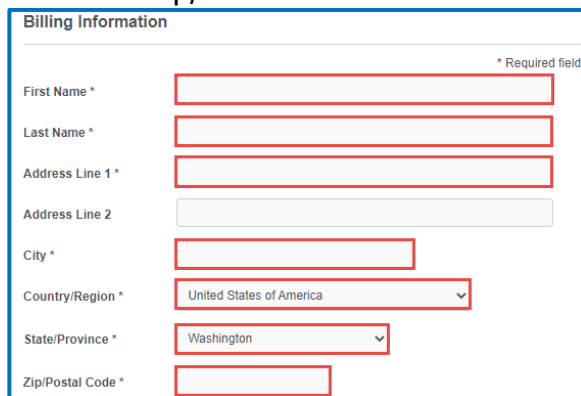


The screenshot shows the 'Pay with debit/credit card' page from the Washington State Department of Licensing. It includes a 'Your Order' summary table:

Your Order	
Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

Below the table are 'Back', 'Cancel', and 'Next' buttons, with the 'Next' button highlighted by a red box.

- ii. Enter the First Name (as it appears on your card).
    - iii. Enter the Last Name (as it appears on your card).
    - iv. Enter the Address 1 (as it appears on your card statement).
    - v. Enter the City.
    - vi. Select the appropriate option from the Country/Region dropdown menu.
    - vii. Select the appropriate option from the State/Province dropdown menu.
    - viii. Enter the Zip/Postal Code.



The screenshot shows the 'Billing Information' form with the following fields, all of which are highlighted with red boxes:

- First Name \*
- Last Name \*
- Address Line 1 \*
- Address Line 2
- City \*
- Country/Region \* (dropdown menu showing 'United States of America')
- State/Province \* (dropdown menu showing 'Washington')
- Zip/Postal Code \*

- ix. Select the Card Type and enter the Card Number.
- x. Select the appropriate option for the Expiration Month dropdown menu.
- xi. Select the appropriate option for the Expiration Year dropdown menu.
- xii. Enter the Card Verification Number (CVN).
- xiii. Click the **Pay** button.

Payment Details

Card Type \*

VISA Visa
  Mastercard
  Amex

Card Number \*

Expiration Month \*  Expiration Year \*

CVN \*  This code is a three or four digit number printed on the back or front of credit cards.

22. Click the **Next** button.

23. Review the information and click **Submit**.

24. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct after reading the information in the dialog box.

Confirmation

Submit Your Transaction  
Clicking "OK" will submit your request. Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

25. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

Submission

Name of transaction displays here \$00.00 [View more details](#)

Summary

Subtotal \$00.00

Total Amount Paid \$00.00

Thank you for making your payment.

## Check License Status

You can check the status of your driver license, instruction permit, ID card, motorcycle endorsement or permit, Commercial Driver License (CDL), or Commercial Learner's Permit (CLP) for any suspensions, cancellations, revocations, or denials.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Check the status of your license** button in the Driver licenses and IDs section.



### Driver licenses and IDs

Manage your driver license, state id, or driving permit

- > Renew your license or state ID
- > Replace your license or state ID
- > **Check the status of your license**
- > Submit your CDL medical documents
- > See what Enhanced License/ID documents to bring

4. Enter a Washington card number, the driver's date of birth, click the **I'm not a robot** Captcha check box, complete the verification pop-up, click Verify, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

### Check license status

Enter a Washington card number \*

Required

Enter the driver's date of birth \*

Required

You can check the status on these cards:

- Driver license
- Instruction permit
- ID card
- Motorcycle endorsement or permit
- Commercial Driver License (CDL)
- Commercial Learner's Permit (CLP)

I'm not a robot

What information is provided?

This is a simple search and the result will only show as a:

- **Yes** - meaning it's current.
- **No** - meaning it's expired, suspended, revoked, cancelled, denied or the driver never had one.

What information isn't provided?

- **Personal or private information.**
- **Driving records.** To find out about collisions, violations, convictions, or license suspensions, you'll need to purchase a driving record - Fees apply.
- **License reinstatement status.** Sign in or join to view your reinstatement requirements or purchase your driving record.

Cancel Next

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5. Click **Print this Page** to print the results of your search, **Back** to change the information entered, if applicable, and **I'm Done** to return to the DOL Online Services menu.

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Return to dol.wa.gov

This is accurate as of 10/26/2022 11:27:07 AM

Print this page

License Number: WDL2145JD738

This DLN is valid for the following credential types

Identification card Expires: 2/6/2023

This DLN is not valid for the following credential types

What does this mean?

Driver license

Instruction permit

Commercial Driver License (CDL)

Commercial Learner's Permit (CLP)

Restricted License

Agriculture permit

Additional Information

Ignition Interlock Device (IID) requirement No

Back I'm Done

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## Submit CDL Medical Documents

Customers with a Commercial Driver License (CDL) or a Commercial Learner Permit (CLP) can complete the following process to submit medical documents to DOL. Your medical documents should be unexpired, complete, and signed by a medical provider on the National Registry of Certified Medical Examiners.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Submit your CDL medical documents** button in the Driver licenses and IDs section.



### Driver licenses and IDs

Manage your driver license, state id, or driving permit

- > Renew your license or state ID
- > Replace your license or state ID
- > Check the status of your license
- > **Submit your CDL medical documents**
- > See what Enhanced License/ID documents to bring



4. Read the What you'll need page, click the **I'm not a robot** Captcha check box, complete the verification pop-up, click Verify, and click **Next**.
5. Enter your first name and middle name as it appears on your driver license. Alternatively, click the **No first name?** or **No middle name?** hyperlink(s), click the appropriate checkbox(es), and click **OK**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Submit CDL Medical Documents

Customer Info

What you'll need

Basic information

### Verify your information

The information you provide must match what we have on record.  
Make sure the information is correct by referring to your WA Drivers License/State

First name \*

Required

No first name? Required

Middle name \*

Required

No middle name?

Last name \*

Required

Additional name options

You must provide the full legal name listed on legal documents.

- If your legal name does not have a first name or middle name you may remove these requirements using the check boxes below.
- You will be asked to verify this information again when you go to a licensing office.

I do not have a first name  I do not have a middle name

Cancel OK

6. Enter your last name.
7. Click the calendar icon and select your date of birth.

8. Enter your WA license number.

A screenshot of a web form with three input fields. The first field is labeled "Last name" with an asterisk and contains the text "Required". The second field is labeled "Date of birth (DOB)" with an asterisk and contains "Required" and a calendar icon. The third field is labeled "WA license number (LIC#)" and is empty. A red asterisk is visible at the bottom right of the form.

9. Enter your Social Security Number and click **Next**. Alternatively, click the **No Social Security Number?** hyperlink, **I don't have a Social Security#** checkbox, and **OK**. You will be required to verify this information again when you go to a licensing services office.

A screenshot of a web form. It has a "Social Security Number" field with an asterisk and "Required" text. Below it is a link "No Social Security Number?". At the bottom right are "Previous" and "Next" buttons.

A screenshot of a dialog box titled "Additional Social Security Number options". It contains a section "Social Security Number is required" with two bullet points: "If you do not have a Social Security Number you may remove the requirement selecting a reason below" and "You will be asked to verify this information again when you go to a licensing office". There is a checkbox labeled "I don't have a Social Security #". At the bottom are "Cancel" and "OK" buttons.

**Note:** You must enter the information in steps 5-8 exactly as it appears on your driver license, or you will not be able to complete your transaction online.

10. Enter your email, confirm email, phone number, and click **Next**.

11. Select **No** or **Yes** from the Do you want to change your self-certification? dropdown menu and do one of the following:

The screenshot shows the 'Submit CDL Medical Documents' page. On the left, a navigation menu includes 'Customer Info', 'Medical Info', and 'Self certification'. The main content area is titled 'Select self certification type' and includes 'Current details' (self-certified as 'Non Excepted Interstate', active Medical Certificate on file) and a dropdown menu for 'Do you want to change your self-certification?'. The dropdown menu is open, showing 'Required', 'No', and 'Yes' options. To the right, there are 'Medical Document Requirements\*' and '\*Requirements' sections. At the bottom, there are 'Previous' and 'Next' buttons.

- a. If you selected **No**:
- Click the applicable radio button to select which form you would like to submit.
  - Click the **Next** button.

The screenshot shows the 'Submit CDL Medical Documents' page. The 'Do you want to change your self-certification?' dropdown menu is now set to 'No'. Below this, the 'I would like to submit' section has three radio button options: 'Medical certificate or Medical report', 'Application to add a waiver', and 'Application to remove a waiver'. The 'Next' button at the bottom right is highlighted with a red box.

- b. If you selected **Yes**:
  - i. Click the applicable radio button to select your new self-certification type
  - ii. Click the Medical Certificate or Medical report radio button.
  - iii. Click the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Submit CDL Medical Documents

**Customer Info**

- What you'll need
- Basic information
- How to reach you

**Medical Info**

- Self certification

**Select self certification type**

**Current details**

You are self certified as: **Non Excepted Interstate**

You **have** an active Medical Certificate on file.

Do you want to change your self-certification?  
Yes

**Medical Document Requirements:**

- Carry medical documents when operating a CMV

**\*Requirements:**

- Submit/maintain current medical document(s) with DOL
- Downgraded if valid medical documents not on file
- No longer carry medical documents when operating a CMV in WA
- Encouraged to carry medical documents when operating a CMV outside of WA

**New self certification type**

Help me choose

Excepted interstate

Non-excepted intrastate

Excepted intrastate

**I would like to submit**

Medical certificate or Medical report

Application to add a waiver

Application to remove a waiver

< Previous **Next** >

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12. Select the applicable radio button in the **Per FMCSA regulations** section.
13. Click all the applicable **And if applicable, only when** checkboxes.
14. Enter the Medical Examiner's Certificate expiration date and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Submit CDL Medical Documents

**Customer Info**

- What you'll need
- Basic information
- How to reach you

**Medical Info**

- Self certification
- Medical certificate

**Certificate information**

I certify that I have examined:

Last name: MONIE | First name: OWYN

**Per FMCSA regulations (select one):**

Meets minimum federal standards | Federal description

Does not meet minimum federal standards, may meet state standards | Federal description

**And if applicable, only when (check all that apply):**

Wearing corrective lenses |  Wearing hearing aid

Accompanied by waiver exemption |  Accompanied by a SPE Certificate

Driving with Exempt Intra-city Zone |  Qualified by Op of 49 CFR 391.64

Medical Examiner's Certificate expiration date \*  
Required

< Previous **Next** >

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15. Enter the provider information in the applicable fields.
16. Click the applicable radio button to select the provider's specialty.
17. Enter the License/certification number, select the applicable option from the **Issuing state** dropdown menu, enter the National registry number, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Submit CDL Medical Documents

Customer Info

What you'll need

Basic information

How to reach you

Medical Info

Self certification

Medical certificate

Medical provider

**Examiner Info**

Please provide the following information about your medical provider

First name \* Required Middle name Last name \* Required

Phone number \* Required Date certificate signed \* Required

A specialty must be selected

MD  Physician Assistant  Advanced Practice Nurse

DO  Chiropractor  Other

License/certification number \* Required Issuing state \* Required National registry number \* Required

< Previous Next >

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18. Click the **Upload** hyperlink to upload your document, enter a Description in the pop-up window, click the **Choose File** button, and **OK** after selecting your document.

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Return to dol.wa.gov

Submit CDL Medical Documents

Customer Info

What you'll need

Basic information

How to reach you

Medical Info

Self certification

Medical certificate

Medical provider

Upload documents

**Add attachments**

The following attachments are required.

Attachment Type	(opens new tab)	
Medical Examiner's Certificate (MCSA-5876)	View Example	Upload

Select a file to attach

Type Certificate

Description \* Required

File \* Choose File | No file chosen

Cancel OK

< Previous Next >

Washington State Department of Lic. 2022 DOL

19. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

### Submit CDL Medical Documents

Customer info

What you'll need

Basic information

How to reach you

Medical Info

Self certification

Medical certificate

Medical provider

Upload documents

CDL Medical Certificate

Make sure your information is correct.  
If it's not, go Back to make edits.

**Personal information**

Name : OWYN MO MONIE

Commercial driver license/permit # : WDL2145JD73B

Phone Number : (206) 555-5555

Email : CUSTOMER@FAKEMAIL.COM

**Certificate information**

Self-certification type : Excepted Interstate

Submission type : Medical Certificate

Certificate issued date : 10/26/2022

Certificate expiration date : 11/17/2022

[Previous](#) [Submit](#)

Washington State Department of Licensing

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20. Click **Print** to print your transaction confirmation or **Continue** to return to the DOL Online Services menu.

## Enhanced License/ID Documents to Bring to Your Appointment

This section outlines how to build a checklist of the documents needed to get an EDL or EID before heading to a Licensing Services Office (LSO).

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.

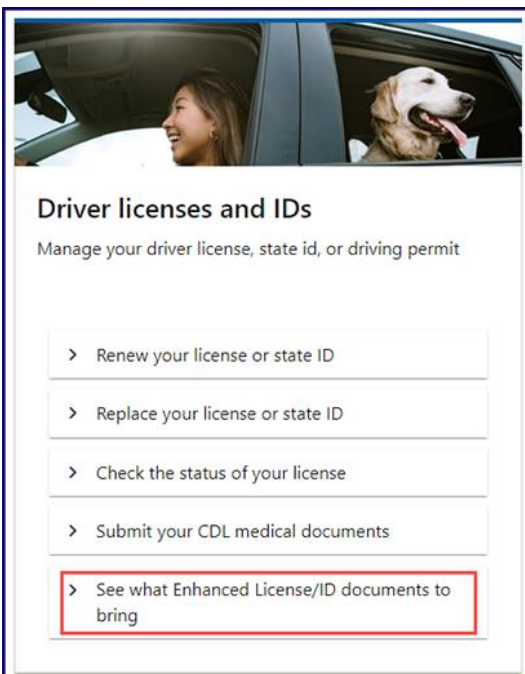
### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **See what Enhanced License/ID documents to bring** button in the Driver licenses and IDs section.



4. Click **Next** after reviewing the Welcome to the Washington Enhanced License/ID Documents Guides screen.

5. Click the **Yes** or **No** radio button to answer the question Are you 18 years or older? on the Age Verification screen and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Home

Determine my Enhanced License/ID documents

Welcome Age Verification

### Age Verification

Applicants under the age of 18 will need to bring their parent or legal guardian with them to the licensing office. Their parent or legal guardian will also need to bring proof of identity and proof of relation documents, like a certified birth certificate or court-approved guardianship papers, with them.

Are you 18 years or older? \*

Yes

No

Cancel Previous Next

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6. Click the applicable radio button to select **one** document on the Proof of Citizenship screen and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Home

Determine my Enhanced License/ID documents

Welcome Age Verification Proof of U.S. Citizenship

### Proof of U.S. Citizenship

You must be a citizen of the United States to apply for a Washington Enhanced driver license (EDL) or Enhanced ID card (EID). You will need to bring documentation of your U.S. citizenship with you.

If possible, pick a document that has your current full legal name. If the document you bring does not have your current legal name, you will need to bring official documents that show any name changes. All documents must be original and cannot be a photocopy.

Select **ONE** document: \*

Valid U.S. passport or passport card

Certified U.S. birth certificate issued by city, county, or state

U.S. Certificate of Citizenship

U.S. Certificate of Naturalization

Consular Report of Birth Abroad issued by the U.S. Department of State

Cancel Previous Next

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7. Click the **Yes** or **No** radio bubble to answer the question on the Proof of Legal Name screen and then click **Next**.

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Return to dol.wa.gov

Home

Determine my Enhanced License/ID documents

Welcome Age Verification Proof of U.S. Citizenship Proof of Name

**Proof of Legal Name**

Your Enhanced License/ID must be issued with the full legal name as it appears on the citizenship document unless you show proof of your name change(s).

Is your **current full legal name** the same as the name listed on the citizenship document you selected in the **Proof of U.S. Citizenship** section? \*

Yes

No

Cancel

Previous Next

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8. Click the checkboxes for **all** documents that show proof of your name change, if applicable, and click **Next**. This screen only appears if you select No on step 7.

**Proof of Legal Name**

Your Enhanced License/ID must be issued with the full legal name as it appears on the citizenship document unless you show proof of your name change(s).

Is your **current full legal name** the same as the name listed on the citizenship document you selected in the **Proof of U.S. Citizenship** section?

Yes

No

If your name has changed multiple times, bring a proof of name change document for each time your name has changed.

Select **ALL** documents that apply: \*

Court order (filed and certified) showing name change

Divorce decree (filed and certified by the court) showing the new name or authorizing a name change

Marriage certificate (filed and certified - church or wedding chapel forms aren't acceptable)

Cancel

Previous Next

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9. Click the applicable radio button to select **one** document on the Proof of Identity screen and click **Next**.

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Return to [dol.wa.gov](https://dol.wa.gov)

Determine my Enhanced License/ID documents

Welcome Age Verification Proof of U.S. Citizenship Proof of Name Proof of Identity

### Proof of Identity

If possible, pick a document that has your current full legal name. If the document you bring does not have your current legal name, you will need to bring official documents that show any name changes. All documents must be original and/or certified from issuing authority and cannot be a photocopy.

Select **ONE** document:

- Valid U.S. passport or passport card
- Current, valid Washington driver license or ID card (If expired may be able to renew at time of enhanced appointment)
- Valid out-of-state driver license or ID card
- Government (federal, state, county, and municipal) employee ID card
- Valid U.S. military ID card
- U.S Certificate of Citizenship or Naturalization with recognizable signature and photo

Cancel Previous Next

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10. Click the applicable radio button to select **one** document on the Proof of Social Security number (SSN) screen and click **Next**. The document you select will not appear on your driver license.

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Return to [dol.wa.gov](https://dol.wa.gov)

Determine my Enhanced License/ID documents

Welcome Age Verification Proof of U.S. Citizenship Proof of Name Proof of Identity Proof of SSN

### Proof of Social Security number (SSN)

The name on your application must match Social Security Administration records. Documents with partial SSNs aren't acceptable. If you've changed your name, notify the Social Security Administration. We recommend waiting until your new card has been received to ensure your name change has been updated.

**How is your Social Security number used?**  
It's used to help enforce child support laws. We'll verify the number with the Social Security Administration. It won't appear on your Enhanced license/ID.

Select **ONE** document:

- Social Security card
- W-2 Form with complete SSN
- SSA-1099 Form with complete SSN
- Non-SSA-1099 Form with complete SSN
- A pay stub showing complete SSN

Cancel Previous Next

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11. Click the applicable checkboxes to select **two** documents on the Proof of Address screen and click **Next**. Scroll down the page to see all the document choices.

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Return to dol.wa.gov

Determine my Enhanced License/ID documents

Verification Proof of U.S. Citizenship Proof of Name Proof of Identity Proof of SSN Proof of Address

### Proof of Address

To prove Washington residency and your residential address, you must bring **TWO** printed documents that show your current name and current Washington residential address (not a PO Box).

If you're married, you can use documents in your spouse's name. You'll need to show your marriage certificate.

If you are 18 to 25 years old you may use documents in your parent or guardian's name. You'll need to show proof of relationship (e.g. birth certificate, adoption decree, court issued custody decree, etc.), but your parent or guardian doesn't need to be present.

You cannot use 2 of the same document (e.g. 2 vehicle registrations), even if you're using documents under someone else's name.

Items marked with an asterisk (\*) may be original or internet printouts.

Select **TWO** documents: \*

- Previously issued WA license, ID card, or permit (This is not an option if you got a license in another state after your last WA license)
- Washington vehicle registration or title (a quick title isn't acceptable)
- Cell phone bill or statement \*

Cancel Previous **Next**

12. Enter your email in the Email Address and Confirm Email Address fields if you would like a copy of your document list sent to your email and click **Next**. Alternatively, you can opt out by clicking Next without filling in the fields.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Determine my Enhanced License/ID documents

3. Citizenship Proof of Name Proof of Identity Proof of SSN Proof of Address Email

### Enhanced Document List

Enter your email address below if you'd like a copy of your document list sent to your email.

Email Address

Confirm Email Address

Cancel Previous **Next**

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13. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Determine my Enhanced License/ID documents

of Name Proof of Identity Proof of SSN Proof of Address Email Summary

### Washington Enhanced License/ID Document Checklist

Below is your personal checklist for Enhanced license/ID documents you will need to bring with you to the DOL office. This list was made based on the answers you gave.

Finishing this Documents Guide **does not guarantee** that DOL can issue you an Enhanced license/ID. You may still need to take tests or meet other eligibility requirements first.

All documents must be unaltered certified originals, certified amended originals, or true copies certified by the issuing agency. Items marked with an asterisk (\*) may be original or internet printouts.

**Proof of U.S. Citizenship**

Document you picked:  
Valid U.S. passport or passport card

**Proof of Identity**

Document you picked:  
Current, valid Washington driver license or ID card (If expired may be able to renew at time of enhanced appointment)

**Proof of Social Security Number (SSN)**

Document you picked:  
Social Security card

**Proof of Address (2 Documents)**

Document you picked (1):  
Cell phone bill or statement \*

Document you picked (2):  
Washington vehicle registration or title (a quick title isn't acceptable)

Cancel Previous Submit

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14. Click **Print** to print a copy of your submission or click **Continue** to return to the DOL Online Services menu.

## Scheduling an Appointment

Use the following process to schedule an appointment at a driver Licensing Services Office.

1. Access to [dol.wa.gov](https://dol.wa.gov).
2. Click the **Check out our other online services** hyperlink.

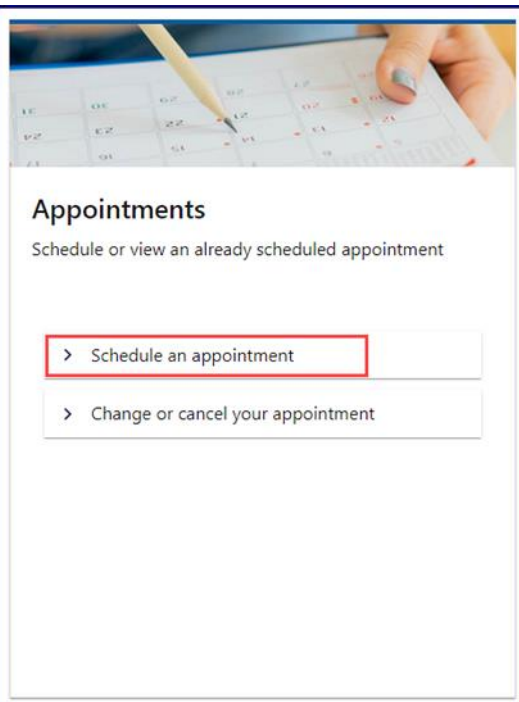
### Get it done online

While you're here, why not check some things off your to-do list?

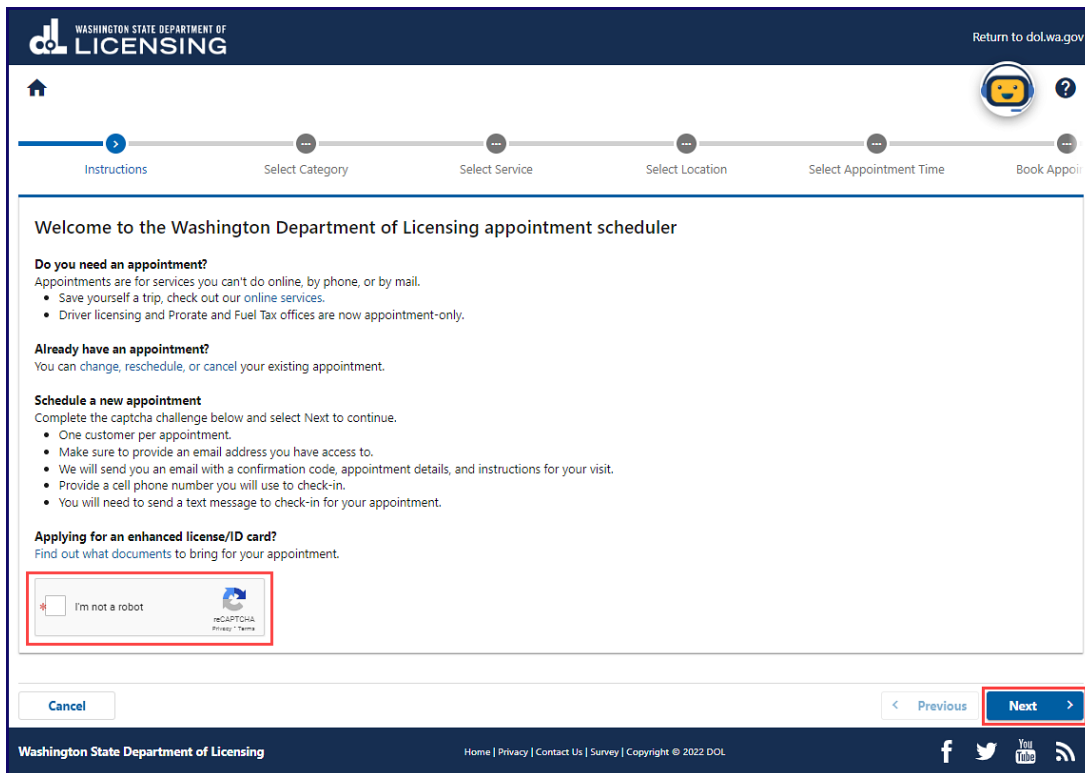
- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

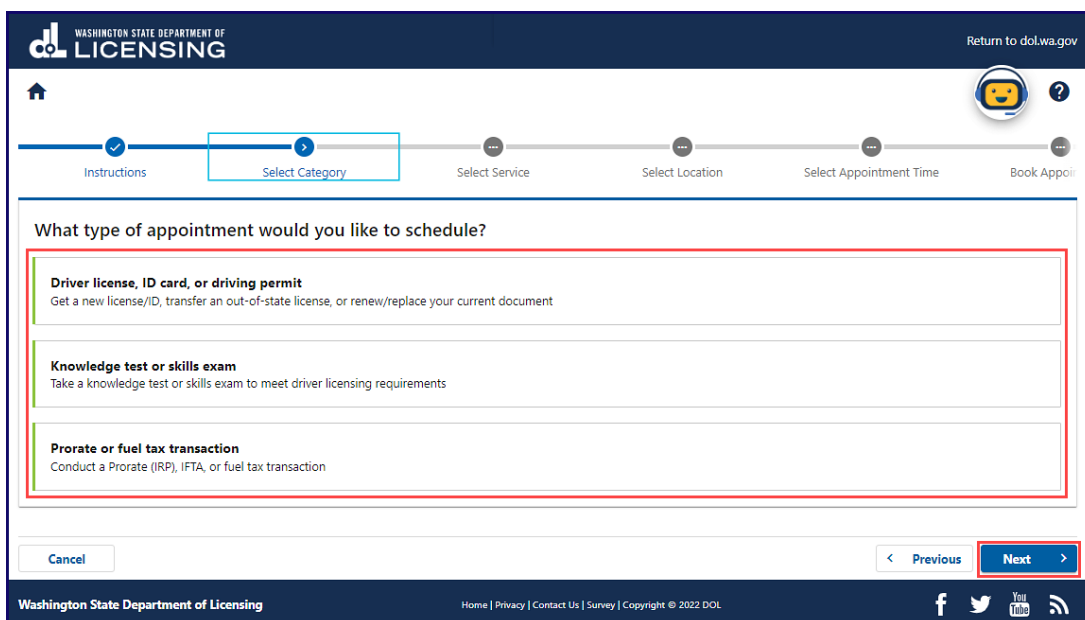
3. Click the **Schedule an appointment** button in the Appointments section.



4. Read the appointment scheduler Instructions screen, click the **I'm not a robot** Captcha check box, complete the verification pop-up, click **Verify**, and click **Next**.



5. Click the applicable button to select the appointment type you would like to schedule and click **Next**. The first two options are for transactions at Licensing Service Offices (LSOs) and the third option is for Prorate and Fuel Tax (PRFT) offices.



- Click the applicable button on the Select Service screen and click **Next**. The options change based on your appointment type selection.

## Licensing Service Offices (LSO)

### Driver license, ID card, or driving permit

The screenshot shows the 'Select Service' step in a multi-step process. The progress bar at the top indicates the following steps: Instructions (completed), Select Category (completed), Select Service (current step, highlighted with a blue box), Select Location, Select Appointment Time, and Book Appointment. The main content area is titled 'What service would you like to schedule?' and contains five service options, each with a title and a brief description:

- Get a non-commercial license, instruction permit, or ID card**  
New license, permit, ID, or restricted license without any additional in-office testing
- Get an commercial driver license or commercial permit**  
New CDL or CLP without any additional in-office testing
- Get an enhanced license or ID**  
New federally compliant REAL ID document
- Reinstate my driving privileges**  
Reinstate from your suspension without any additional in-office testing (if you are required to retest, schedule an appointment for taking a knowledge exam instead)
- Renew or replace my license or ID card**  
Renew your license or ID, replace a lost or damaged document, or update information on your current document

At the bottom of the form, there is a 'Cancel' button on the left and 'Previous' and 'Next' buttons on the right. The 'Next' button is highlighted with a red box. The footer includes the Washington State Department of Licensing logo, contact information, and social media icons.

### Knowledge test or skills exam

The screenshot shows the 'Select Service' step in a multi-step process. The progress bar at the top indicates the following steps: Instructions (completed), Select Category (completed), Select Service (current step, highlighted with a blue box), Select Location, Select Appointment Time, and Book Appointment. The main content area is titled 'What service would you like to schedule?' and contains four service options, each with a title and a brief description:

- Commercial driver knowledge test**  
Test required for a new CDL/CLP, or upgrading your current CDL
- Non-commercial driver knowledge test**  
Test required for a new personal driver license, or to reinstate your driving privileges (if a retest was required)
- Non-commercial driver skills test**  
A valid knowledge test is required to schedule a skills test.
- Non-commercial instructor test**  
Tests required to certify as a driver training instructor

At the bottom of the form, there is a 'Cancel' button on the left and 'Previous' and 'Next' buttons on the right. The 'Next' button is highlighted with a red box. The footer includes the Washington State Department of Licensing logo, contact information, and social media icons.

## Prorate and Fuel Tax (PRFT) Offices

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Instructions Select Category **Select Service** Select Location Select Appointment Time Book Appointment

What service would you like to schedule?

- A) IFTA/IRP Application
- B) IRP Transactions (Renewal, Adds, Increase, Replacements)
- C) IFTA Transaction (Return, License, Decals)
- D) IFTA/IRP pay and pickup
- E) Reinstatement my IFTA/IRP license
- F) Service Agents: Conduct multiple IFTA/IRP transactions
- G) Conduct a Dyed Diesel Transaction
- H) Pick-up or drop-off audit records
- I) Make a collection payment

Cancel Previous **Next**

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7. Enter your Washington driver license number (DLN), if applicable, and click **Next**. Alternatively, click the **I'm not able to provide my DLN** checkbox and click **Next**.

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Return to dol.wa.gov

DOL Online Services

Instructions Select Category Select Service **Washington DLN**

Verify your information

If you are able, please enter your **Washington driver's license number (DLN)** below. Entering your DLN allows us to expedite your service when you visit the office for your appointment.

WA DLN

Required

I'm not able to provide my DLN

Cancel Previous **Next**

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WASHINGTON DRIVER LICENSE FEDERAL LIMITS APPLY

1 Lic# WDLFBCD789GK 2 CLASS DONOR

3 NAME SAMPLE

4 JOHN A

5 DOB 09/04/1958 6 ISS 09/04/2018

7 123 STREET ADDRESS YOUR CITY WA 99999-0000

8 SEX M 9 EYES BRN 10 HGT 5'-08" 11 WGT 165 lb

12 RESTRICTIONS NONE 13 END NONE 14 EXP 09/04/2024

15 John A. Sample 16 DD WDLFBCD789GK1234567XX1101 17 Veteran REV 01/06/2015



8. Click the applicable location button to select an office.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Locations Select Category Select Service **Select Location** Select Appointment Time Book Appointment

Choose a location for your appointment

Search Locations

Enter city, state or ZIP Search

Showing locations within 50 mi of Washington.  
Use my current location

Select a location below

**Lacey** 2.66 mi  
719 SLEATER KINNEY RD SE STE 108  
LACEY WA 98503-1138  
Next Available: Thursday, October 27 at 4:30 PM

**Shelton** 16.79 mi  
2511 N OLYMPIC HWY STE 100  
SHELTON WA 98584-2944  
Next Available: Thursday, October 27 at 4:30 PM

**Lakewood** 19.65 mi  
6010 MAIN ST SW STE 102  
LAKEWOOD WA 98499-5027  
Next Available: Thursday, October 27 at 4:30 PM

**Centralia** 23.33 mi  
1000 KRESKY AVE  
CENTRALIA WA 98531-3700  
Next Available: Friday, October 28 at 9:15 AM

Cancel Previous **Next**

9. Click a date on the calendar to select a day, click on the applicable time, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Locations Select Category Select Service Select Location **Select Appointment Time** Book Appointment

Choose your appointment day and time

Select a Date

< October 2022 >

SU	MO	TU	WE	TH	FR	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Select a Time on Saturday, October 29, 2022

8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	9:45 AM	10:00 AM	10:15 AM	10:30 AM
10:45 AM	11:00 AM	11:15 AM	11:30 AM	11:45 AM	12:00 PM	12:15 PM	12:30 PM	12:45 PM
1:00 PM	1:15 PM	1:30 PM	1:45 PM	2:00 PM	2:15 PM			

Cancel Previous **Next**

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f t YouTube RSS

10. Enter a Name, select the appropriate option from the Phone country dropdown menu and enter the Phone number, if applicable.
11. Enter an Email, Notes, if applicable, and click **Submit**.

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Steps: 1. Select Category (checked) 2. Select Service (checked) 3. Select Location (checked) 4. Select Appointment Time (checked) 5. Book Appointment (active)

**Details**

- Get a non-commercial license, permit, or ID card
  - New license, permit, ID, or restricted license without any additional in-office testing
  - [Change Service](#)
- Saturday, October 29, 2022
  - 9:30 AM (15 Minutes)
  - [Change Time](#)
- Lacey
  - 719 SLEATER KINNEY RD SE STE 108
  - LACEY WA 98503-1138
  - [Change Location](#)

**Contact**

Name \*

Phone Country  Phone

Email \*

**Notes**

Visit our [civil rights and accessibility page](#) for information on how to request language access services or an Americans with Disabilities Act (ADA) accommodation.

12. Write your Confirmation Code in a safe place when the Confirmation screen displays. You will need this code to cancel, reschedule, or look up your appointment.

WASHINGTON STATE DEPARTMENT OF LICENSING

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**Appointment**

Confirmation Code

**YSZKV8**

You'll need this confirmation code and your email address to update your appointment in the future.

Booked

Your appointment has been booked. We will send you a reminder asking you to confirm your appointment a few days before.

**Details**

- Get a non-commercial license, instruction permit, or ID card
  - New license, permit, ID, or restricted license without any additional in-office testing
- Saturday, October 29, 2022
  - 9:30 AM (15 Minutes)
- Lacey
  - 719 SLEATER KINNEY RD SE STE 108
  - LACEY WA 98503-1138

**Contact**

Owyn Monie

Email: c\*\*\*\*\*@f\*\*\*\*\*.com

[Update Information](#)

## Change or Cancel Your Appointment

This section outlines the steps to change or cancel your appointment when necessary.

1. Access to [dol.wa.gov](https://dol.wa.gov).
2. Click the **Check out our other online services** hyperlink.

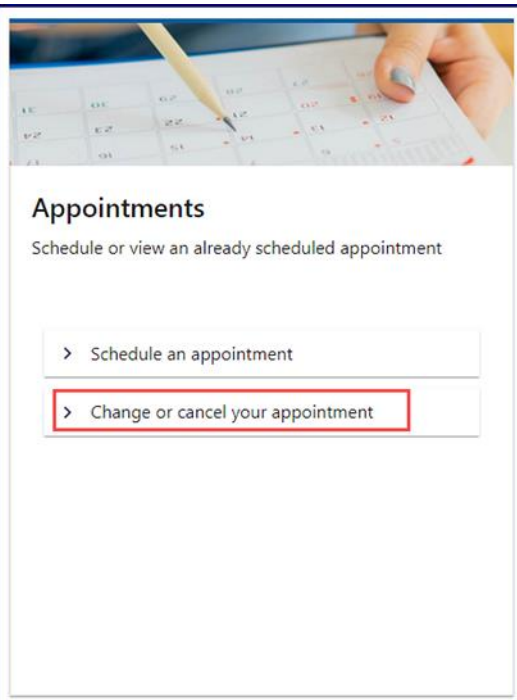
### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Change or cancel your appointment** button in the Appointments section.




- Enter your Email, Confirmation Code, and click **Search**. Alternatively, enter your phone number, Confirmation Code, and click **Search**. If you have lost your code DOL will send you an email or text message after you fill out the applicable fields and click the **Send Code** button.

- Click **Cancel Appointment** or **Reschedule** and do the following:

## Cancel

- a. Click the **Yes, Cancel My Appointment** button.

### Confirm Cancel Appointment

 Are you sure you want to cancel this appointment?

- b. Write your Confirmation Code down once the confirmation screen displays.

WASHINGTON STATE DEPARTMENT OF LICENSING Return to [dol.wa.gov](https://dol.wa.gov)

Home Appointments Chat Help

#### Appointment

**Confirmation Code**

## YSZKV8

You'll need this confirmation code and your email address to update your appointment in the future.

**Cancelled**

Your appointment has been cancelled, if you still need to come in, please book another appointment.

#### Details

Get a non-commercial license, instruction permit, or ID card  
New license, permit, ID, or restricted license without any additional in-office testing

**Saturday, October 29, 2022**  
9:30 AM (15 Minutes)

**Lacey**  
719 SLEATER KINNEY RD SE STE 108  
LACEY WA 98503-1138

[Reschedule](#)

#### Contact

**Owyn Monie**  
Email: c\*\*\*\*\*@f\*\*\*\*\*.com

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## Reschedule

- Repeat steps 3-10 in the [Scheduling an Appointment](#) section.
- Click **Submit** after reviewing the Details on the Book Appointment screen.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to [dol.wa.gov](#)

Appointment: YSZKV8

Select Location    Select Appointment Time    **Book Appointment**

**Details**

▲ Get a non-commercial license, permit, or ID card  
New license, permit, ID, or restricted license without any additional in-office testing

🕒 Friday, November 18, 2022  
9:30 AM (15 Minutes)  
[Change Time](#)

📍 Lacey  
719 SLEATER KINNEY RD SE STE 108  
LACEY WA 98503-1138  
[Change Location](#)

[Cancel](#)    [Previous](#)    **Submit**

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- Write your Confirmation Code down once the confirmation screen displays.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to [dol.wa.gov](#)

Appointments

**Appointment**

Confirmation Code  
**YSZKV8**

You'll need this confirmation code and your email address to update your appointment in the future.

✕ Cancelled  
Your appointment has been cancelled, if you still need to come in, please book another appointment.

**Details**

▲ Get a non-commercial license, instruction permit, or ID card  
New license, permit, ID, or restricted license without any additional in-office testing

🕒 Saturday, October 29, 2022  
9:30 AM (15 Minutes)

📍 Lacey  
719 SLEATER KINNEY RD SE STE 108  
LACEY WA 98503-1138

[Reschedule](#)

**Contact**

Owyn Monie  
Email: c\*\*\*\*\*@f\*\*\*\*\*.com

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## Request a Reinstatement Letter

You can request a reinstatement letter to determine what you need to do to reinstate your driver license, such as satisfying outstanding requirements or pay reissue fees. DOL mails a copy of the letter to the current mailing address on record. You can only request a letter every 30 days.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Request Reinstatement Letter** button.



### Driver licenses and IDs

Manage your driver license, state id, or driving permit

- > Renew your license or state ID
- > Replace your license or state ID
- > Check the status of your license
- > **Request Reinstatement Letter**
- > Submit your CDL medical documents
- > See what Enhanced License/ID documents to bring

4. Click the **I'm not a robot** checkbox for the reCAPTCHA challenge and click **Next**.

The screenshot shows the 'Request Reinstatement Letter' page on the Washington State Department of Licensing website. The page has a dark blue header with the logo and 'Return to dol.wa.gov' link. A navigation bar includes 'Introduction', 'What you'll need', and 'Letter information'. The 'What you'll need' section lists: Full name, Date of birth, Driver license or ID card number, and Social Security number (if applicable). Below this, it asks 'How long will it take to receive my letter?' and provides contact information: (360) 902-3900 (TTY: call 711). At the bottom, there is an 'I'm not a robot' checkbox and a reCAPTCHA logo. Navigation buttons for 'Previous' and 'Next' are at the bottom right.

5. Enter the required information in the following fields and click **Next**:

- First name
- Middle name
- Last name
- Date of birth
- WA license number
- Social Security Number

The screenshot shows the 'Request Reinstatement Letter' page with the 'Verify your information' section. It includes a warning: 'The information you provide must match what we have on record.' and a link 'What does this mean?'. Below is a note: 'Refer to your WA License/State ID, Social Security Card, or other legal documents.' The form fields are: First name (Required), Middle name (Required), Last name (Required), Suffix, Date of birth (DOB) (Required), WA license number (LIC#) (Required), and Social Security Number (Required). A 'Veteran' checkbox is also present. To the right is a sample Washington Driver License for John A. Sample, issued 09/04/2018 and expiring 09/04/2024. Navigation buttons for 'Previous' and 'Next' are at the bottom right.



6. Click the **Submit** button.

Request Reinstatement Letter

Introduction  
What you'll need

Letter information  
What you'll need

Summary

Make sure your information is correct.  
If it's not, go Back to make edits.

**Personal information**

Name : HARPER SUSAN BAZARR  
Birth date : 7/9/1988

< Previous **Submit**

7. Click the **Print** button to print a copy of your confirmation or click **Continue** to return to the DOL Online Services menu.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Confirmation

Washington Dept of Licensing - Request your reinstatement letter

Confirmation Code: 0-000-161-786  
Submitted Date: 1/5/2023 8:23:11 AM

Your request has been received.

**Print**

**Continue**

Feedback

How satisfied were you with this process?

☆☆☆☆☆

Comments

**Submit Feedback**

## Vehicle and Vessel Transactions

This section covers the steps to help you to perform some specific transactions for your vehicle or vessel. Individuals needing Title transactions must visit a Vehicle Licensing Office.

### Vehicle Transactions

You can renew your vehicle registration, replace lost or stolen tabs, estimate registration fees, report the sale of your vehicle, or change the address on your vehicle record through the No Logon portal.

#### Renew Vehicle Registration

You can renew your tabs as early as 6 months before they expire. You can renew online if the tabs are expired for less than 12 months. You would need to visit your local Vehicle Licensing Office if the tabs expired longer than 12 months. You can renew online if the vehicle doesn't require a [DOT number](#), or has had one for over 1 year.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.

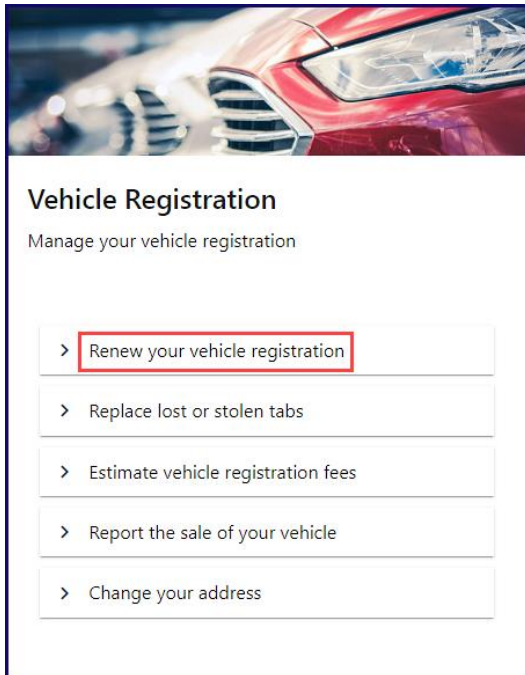
#### Get it done online

While you're here, why not check some things off your to-do list?

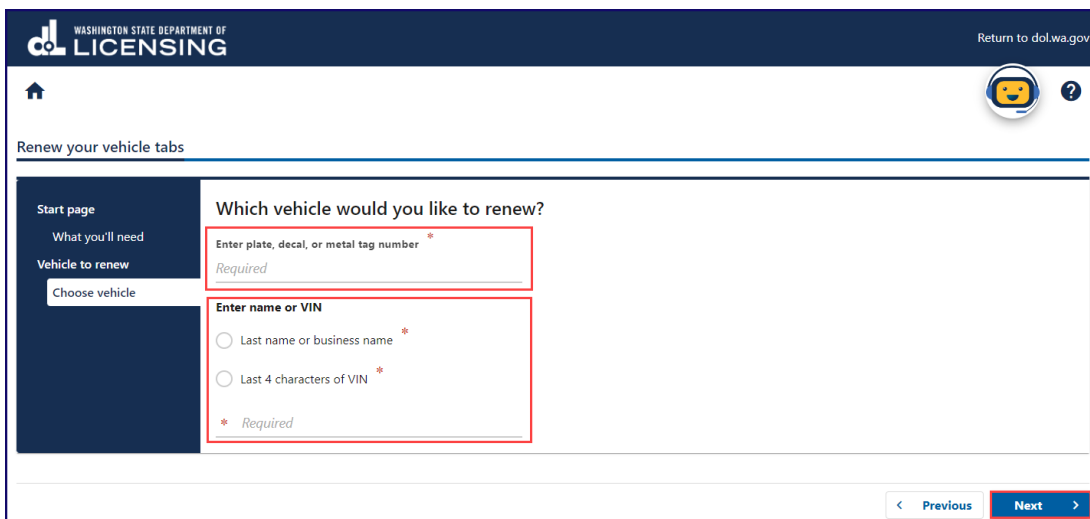
- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Renew your vehicle registration** button in the Vehicle Registration section.



4. Read the What you'll need information and click **Next**.
5. Enter your plate, decal, or metal tag number as it appears on your registration. Select the appropriate **last name or business name**, or **last 4 characters of VIN** radio button and enter the applicable information. Click the **Next** button.



6. Review the information on the Confirm vehicle screen and click **Next**.

7. Select **Yes** or **No** to confirm the address, update address if applicable, and click **Next**.

The screenshot shows the 'Renew your vehicle tabs' page. On the left, a navigation menu lists: 'Start page', 'What you'll need', 'Vehicle to renew', 'Choose vehicle', 'Confirm vehicle', 'Current address', and 'Discover pass'. The 'Current address' step is active. The main content area has the heading 'Current address' and a note: 'To protect your privacy, we don't display your address.' Below this are two radio button options: 'Yes, it's up to date.' and 'No, I've moved and need to update it.' The 'Yes' option is selected and highlighted with a red box. To the right, a 'Selected Vehicle' box displays: '2015 DODG RAM 1500', 'Plate: Z11111Z', 'VIN: C13785H125G621569', 'Current expiration date: Oct 05, 2022', and 'Fee detail: \$100.50'. At the bottom right, there are 'Previous' and 'Next' navigation buttons.

8. Select **Yes** or **No** after reviewing the Would you like to buy a Discover Pass? screen and click **Next**.

The screenshot shows the 'Would you like to buy a Discover Pass?' screen. The navigation menu on the left is the same as in the previous screenshot, but 'Discover pass' is now the active step. The main content area has the heading 'Would you like to buy a Discover Pass?' and a sub-heading 'Your ticket to Washington's great outdoors'. It includes a description: 'This pass provides 12 months access for 2 vehicles' and a list of benefits: 'You'll have access to all WA state parks and managed recreation lands: trailheads, heritage sites, and water-access points.', 'Discover Pass expires 12 months from the purchase date.', 'Hangs from your rear view mirror.', 'Can be used for 2 vehicles (one at a time).', and 'Other purchase options (additional fees may apply):'. The purchase options are: 'Online: DiscoverPass.wa.gov', 'In person: At retail stores that sell hunting and fishing license or some State Parks offices.', and 'Phone: 1-866-320-9933.'. Below this, a note states: 'If you already have a pass and you want to purchase this before your current pass expires the new pass will expire 12 months from the date you are currently purchasing it. The Discover Pass vendors can't change the expiration date.' At the bottom, there are two radio button options: 'Yes, please add \$30 to my fees.' and 'No, I'm not interested at this time or I already have one.'. The 'Yes' option is selected and highlighted with a red box. The 'Selected Vehicle' box on the right is identical to the previous screenshot. At the bottom right, there are 'Previous' and 'Next' navigation buttons.

9. Select the applicable radio button on the Select delivery option screen. If you choose to have them mailed, click the **Yes, please mail them to me** checkbox in the pop-up window and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your vehicle tabs

Start page

What you'll need

Vehicle to renew

Choose vehicle

Confirm vehicle

Current address

Additional info

Discover pass

Select delivery option

How would you like to get your tabs?

I'd like them mailed by the office I select. \*

The office you select will mail within 5 business days.

I'll pick them up at the office I select. \*

Your items should be ready when you arrive.

Selected Vehicle

2015 DODG RAM 1500

Plate: Z11111Z

VIN: C13785H125G621589

Are you sure you want your new decals mailed to you?

Your vehicle tabs have already expired. By selecting the mail option you will delay the receipt of your tabs.

Yes, please mail them to me. \*

Previous Next

10. Select the applicable office on the Select an office screen and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your vehicle tabs

Start page

What you'll need

Vehicle to renew

Choose vehicle

Confirm vehicle

Current address

Additional info

Discover pass

Select delivery option

Select an office

Select an office to get your tabs from

Below are 12 offices within 20 miles of your home address.

Office hours listed below exclude holidays.

[Change start location](#)

Selected Vehicle

2015 DODG RAM 1500

Plate: Z11111Z

VIN: C13785H125G621589

Current expiration date: Oct 05, 2022

Fee detail: 100.50

Show fee details

Nearby Offices

Page 1 of 2

Map Display

1. RALPH'S THRIFTWAY  
1910 4TH AVE E  
OLYMPIA WA 98506-4632  
360-357-4201  
(6 miles away)  
Mon-Fri: 8:00AM - 5:00PM  
Sat: 9:00AM - 2:00PM  
Title work stops 15 minutes before closing.  
Get directions

2. PACKAGE EXPRESS AUTO LICENSING  
2103 HARRISON AVE NW STE 2  
OLYMPIA WA 98502-2607  
Mon-Fri: 8:30AM - 6:00PM  
Sat: 9:00AM - 3:00PM

Previous Next

11. Select **Yes** or **No** to donate to Washington State Parks and For organ, eye, and tissue donation awareness and click the **Next** button.

12. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your vehicle tabs

**Email receipt**

Please enter an email address if you would like to receive an email copy of your receipt.

Email address  
fakename@fakemail.com

Confirm email address  
fakename@fakemail.com

Previous Next

13. Review the delivery selection and fee donation information and click **Next**.

14. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

15. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

**Payment**

Select an option to continue.

- Pay with a bank account for no added fees.
- Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.

**Submission**

**Vehicle renewal** \$95.50 Make changes Delete

- Plate: Z11111Z
- Renewal through 10/5/2023

**Summary**

Subtotal \$95.50

**Total Amount Due \$95.50**

Pay with Bank Account

Pay with Debit/Credit Card

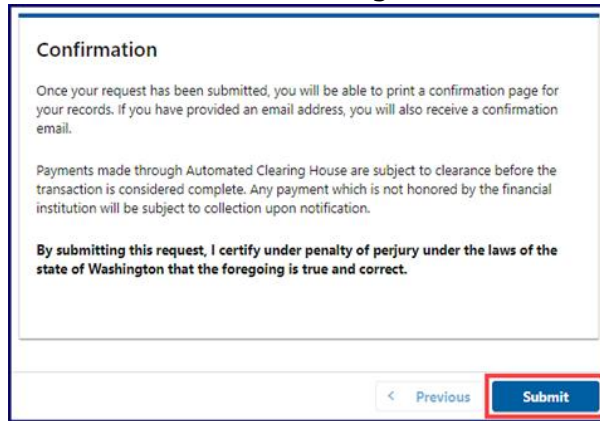
Cancel

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



viii. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

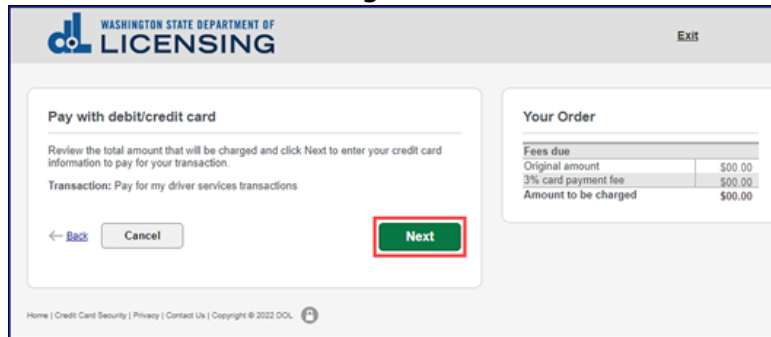
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

[← Previous](#) [Submit](#)

b. Pay with Debit/Credit Card:

i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

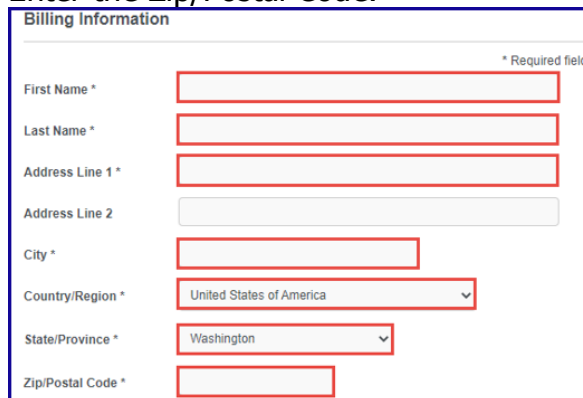
Transaction: Pay for my driver services transactions

[← Back](#) [Cancel](#) [Next](#)

Home | Credit Card Security | Privacy | Contact Us | Copyright © 2022 DOL

Your Order	
Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

- ii. Click the **Next** button to process with Debit/Credit Card payment.
- iii. Enter the First Name (as it appears on your card).
- iv. Enter the Last Name (as it appears on your card).
- v. Enter the Address 1 (as it appears on your card statement).
- vi. Enter the City.
- vii. Select the appropriate option from the Country/Region dropdown menu.
- viii. Select the appropriate option from the State/Province dropdown menu.
- ix. Enter the Zip/Postal Code.



**Billing Information** \* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*



- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

Payment Details

Card Type \*

VISA Visa  Mastercard  Amex

Card Number \*

Expiration Month \* Month Expiration Year \* Year

CVN \* This code is a three or four digit number printed on the back or front of credit cards.

Cancel Pay

16. Click the **Next** button.

17. Review the information and click **Submit**.

18. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct after reading the information in the dialog box.

Confirmation

Submit Your Transaction

Clicking "OK" will submit your request. Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Cancel OK

19. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

Submission

Vehicle renewal \$ 95.50 [View more details](#)

- Plate: Z11111Z
- Renewal through 10/5/2023

Summary

Subtotal	\$ 95.50
<b>Total Amount Paid</b>	<b>\$ 95.50</b>

Thank you for making your payment.

Print Documents

Close

## Replace a Lost or Stolen Tab

The fee to replace a valid lost or stolen tab is \$13.75 and you can have them mailed to you or pick them up at a vehicle licensing office.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.

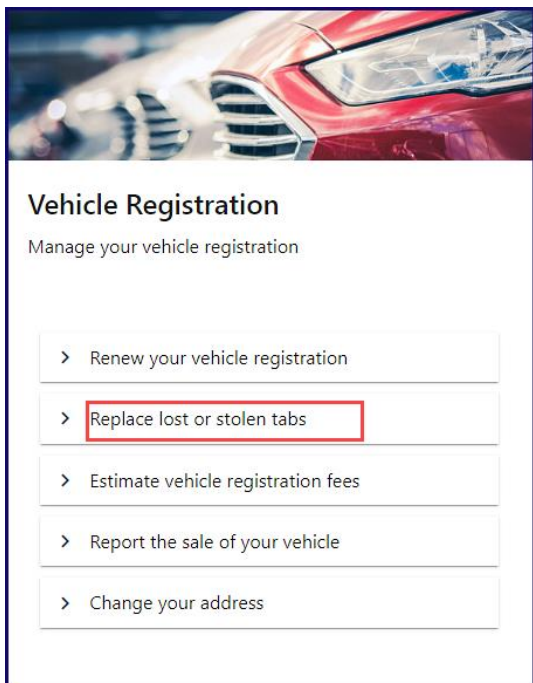
### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Replace lost or stolen tabs** button in the Vehicle Registration section.



4. Read the What you'll need information and click **Next**.

5. Enter your plate, decal, or metal tag number as it appears on your registration, select the appropriate **last name or business name**, or **last 4 characters of VIN** radio button, enter the applicable information, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Tab Replace

Start page

What you'll need

Vehicle to renew

Choose vehicle

Which vehicle would you like to renew?

Enter plate, decal, or metal tag number \*

Required

Enter name or VIN

Last name or business name \*

Last 4 characters of VIN \*

\* Required

< Previous Next >

6. Review the information on the Confirm vehicle screen and click **Next**.
7. Select **Yes** or **No** to confirm the address, update address if applicable, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Tab Replace

Start page

What you'll need

Vehicle to renew

Choose vehicle

Confirm vehicle

Current address

Current address

To protect your privacy, we don't display your address.

Yes, it's up to date. \*

No, I've moved and need to update it. \*

Selected Vehicle

2015 DODG RAM 1500

Plate: Z11111Z

VIN: C13785H125G621569

Current expiration date: Oct 05, 2022

Fee detail: \$ 13.75

Show fee details

< Previous Next >

8. Select the applicable radio button on the Select delivery option screen. If you choose to have them mailed, click the **Yes, please mail them to me** checkbox in the pop-up window and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Tab Replace

Introduction  
What you'll need  
Vehicle search  
Choose vehicle  
Search results  
Additional info  
Verify address  
Select delivery type

How do you want to get your replacement tabs?

I'd like them mailed by the office I select. \*

The office you select will mail within 5 business days.

I'll pick them up at the office I select. \*

Your items should be ready when you arrive.

Selected Vehicle

2012 FIAT 500  
Plate: Z11111Z  
VIN: C13785H125G621569  
Fee detail: \$13.75

Are you sure you want your new decals mailed to you?

Your vehicle tabs have already expired. By selecting the mail option you will delay the receipt of your tabs.

Yes, please mail them to me. \*

Next >

9. Select the office of your choice from the **Select an office** screen and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Tab Replace

Start page  
What you'll need  
Vehicle to renew  
Choose vehicle  
Confirm vehicle  
Current address  
Additional info  
Discover pass  
Select delivery option  
Select an office

Select an office to get your tabs from

Below are 12 offices within 20 miles of your home address.  
Office hours listed below exclude holidays.  
[Change start location](#)

Selected Vehicle

2015 DODG RAM 1500  
Plate: Z11111Z  
VIN: C13785H125G621569  
Current expiration date: Oct 05, 2022  
Fee detail: 100.50  
[Show fee details](#)

Nearby Offices

1. RALPH'S THRIFTWAY  
1910 4TH AVE E  
OLYMPIA WA 98506-4632  
360-357-4201  
(6 miles away)  
Mon-Fri: 8:00AM - 5:00PM  
Sat: 9:00AM - 2:00PM  
Title work stops 15 minutes before closing.  
[Get directions](#)

2. PACKAGE EXPRESS AUTO LICENSING  
2103 HARRISON AVE NW STE 2  
OLYMPIA WA 98502-2607  
Mon-Fri: 8:30AM - 6:00PM  
Sat: 9:00AM - 3:00PM

Map Display

Previous Next >

10. Review the Tax & fee Details screen and click **Next**.

11. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Tab Replace

Start page

- What you'll need
- Vehicle to renew
  - Choose vehicle
  - Confirm vehicle
- Current address
- Additional info
  - Discover pass
  - Select delivery option
  - Select an office
  - Donations
  - Email receipt

Email receipt

Please enter an email address if you would like to receive an email copy of your receipt.

Email address  
fakename@fakemail.com

Confirm email address  
fakename@fakemail.com

< Previous Next >

12. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

13. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Payment

Select an option to continue.

- Pay with a bank account for no added fees.
- Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.

Submission

Replace tab \$13.75 Make changes Delete

- Plate: ZBJ1236

Summary

Subtotal \$13.75

Total Amount Due \$13.75

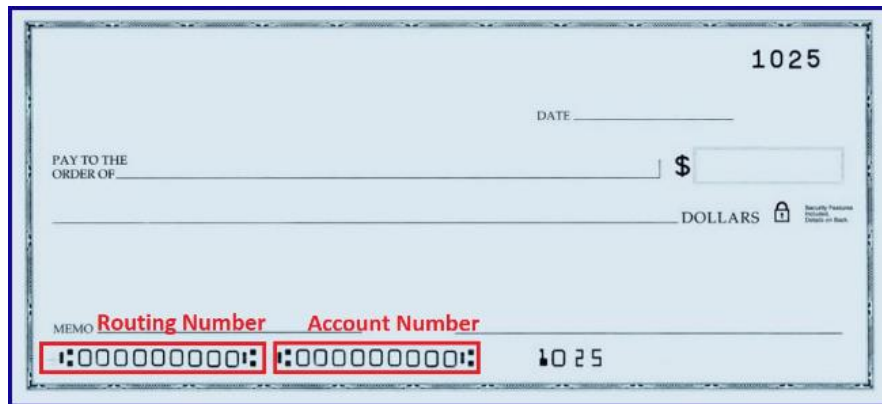
Pay with Bank Account

Pay with Debit/Credit Card

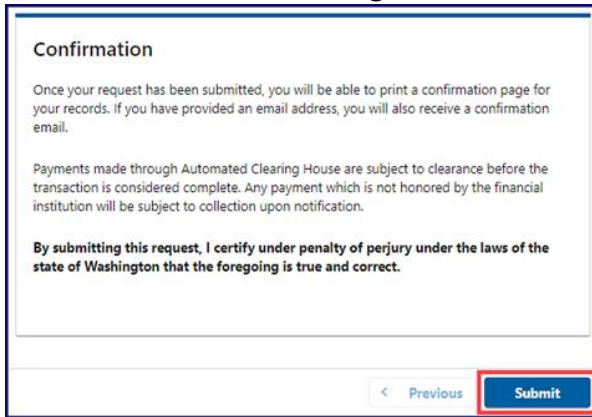
Cancel

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



- vii. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

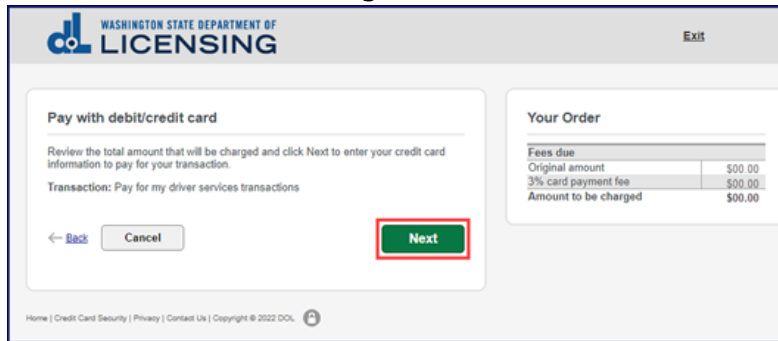
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

[< Previous](#)
[Submit](#)

- b. Pay with Debit/Credit Card:

- i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

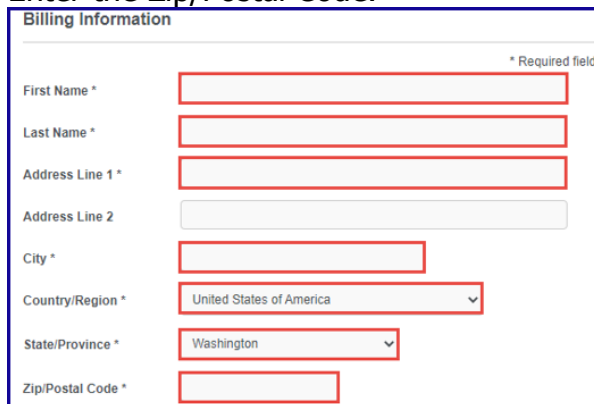
[< Back](#)
[Next](#)

**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
<b>Amount to be charged</b>	<b>\$00.00</b>

Home | Credit Card Security | Privacy | Contact Us | Copyright © 2022 DOL

- ii. Click the **Next** button to process with Debit/Credit Card payment.
    - iii. Enter the First Name (as it appears on your card).
    - iv. Enter the Last Name (as it appears on your card).
    - v. Enter the Address 1 (as it appears on your card statement).
    - vi. Enter the City.
    - vii. Select the appropriate option from the Country/Region dropdown menu.
    - viii. Select the appropriate option from the State/Province dropdown menu.
    - ix. Enter the Zip/Postal Code.



**Billing Information** \* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \* United States of America ▼

State/Province \* Washington ▼

Zip/Postal Code \*

- ix. Select the Card Type.

- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

**Payment Details**

Card Type \*

VISA Visa     Mastercard     Amex

Card Number \*

Expiration Month \*    Month    Expiration Year \*    Year

CVN \*    This code is a three or four digit number printed on the back or front of credit cards.

Cancel    **Pay**

14. Click the **Next** button.

15. Review the information and click **Submit**.

16. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct after reading the information in the dialog box.

**Confirmation**

Submit Your Transaction

Clicking "OK" will submit your request. Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

Cancel    **OK**

17. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

**Submission**

**Vehicle renewal**    \$13.75    [View more details](#)

- Plate: ZBJ1236
- Renewal through 10/05/22

**Summary**

Subtotal	\$13.75
<b>Total Amount Paid</b>	<b>\$13.75</b>

Thank you for making your payment.

**Print Documents**

**Close**



## Submit a Report of Sale

The vehicle seller is responsible for filing a report of sale within 5 days of selling a vehicle. Filing the report of sale protects you from penalties or fines incurred by the new owner. You could be responsible for any penalties or fines if you file later.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.

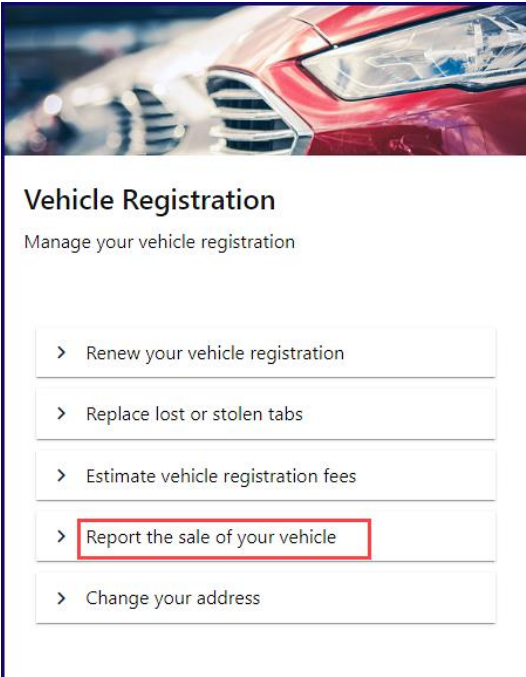
### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Report the sale of your vehicle** button in the Vehicle Registration section.



**Vehicle Registration**  
Manage your vehicle registration

- > Renew your vehicle registration
- > Replace lost or stolen tabs
- > Estimate vehicle registration fees
- > **Report the sale of your vehicle**
- > Change your address

4. Read the What you'll need information and click **Next**.

5. Select the **Yes** or **No** radio button to answer the Do you have a plate numbers? question, enter your plate, decal, or metal tag number as it appears on your registration, select the appropriate **last name or business name**, or **last 4 characters of VIN** radio button, enter the applicable information, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Report of Sale

Start page

What you'll need

Vehicle to report

Which vehicle?

Which vehicle do you want to report?

Do you have a plate number?

Yes

No

Enter plate, decal, or metal tag number \*

Required

Enter name or VIN

Last name or business name \*

Last 4 characters of VIN \*

\* Required

< Previous Next >

6. Review the information on the Confirm vehicle screen and click **Next**.
7. Select the appropriate **Gift/Donation, Sale, Trade** button, enter the required Date of sale, Value/Sale price, if applicable, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Report of Sale

Start page

What you'll need

Vehicle to report

Which vehicle?

AKC5028

Sale details

Type, date and price

Sale details

Please select one of the options below.

This vehicle was:

Date of sale \*

Required

Value \*

Required

Enter only whole dollar amounts

Selected Vehicle

2012 FIAT 500

Plate: ZBJ1236

VIN: 2T456H258TY123658

Fee detail: \$13.25

< Previous Next >

8. Click the **Business** or **Individual** button for the Seller's information, complete the required fields, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Report of Sale

Start page

- What you'll need
- Vehicle to report
- Which vehicle?
- AKC5028
- Sale details
- Type, date and price
- Seller details
- Sold by

Seller's information

Please select one of the options below.

Sold by \*

Business Individual

Selected Vehicle

2012 FIAT 500

Plate: ZBJ1236

VIN: 2T456H258TY123658

Fee detail: \$13.25

Previous Next

9. Enter the Seller Address and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Report of Sale

Start page

- What you'll need
- Vehicle to report
- Which vehicle?
- AKC5028
- Sale details
- Type, date and price
- Seller details
- Sold by
- Address

Seller address

Country

USA

Street address \*

Required

Street 2

Unit type

Unit

City \*

Required

State

WA - WASHINGTON

Zip code \*

Selected Vehicle

2012 FIAT 500

Plate: ZBJ1236

VIN: 2T456H258TY123658

Fee detail: \$13.25

Previous Next

10. Review and select the appropriate Address Options and click **Next**.

11. Click the **Business** or **Individual** button to indicate the New Owner Type, enter the First, Middle, Last name, if applicable, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Report of Sale

Start page

- What you'll need
- Vehicle to report
  - Which vehicle?
    - ZBJ1236
- Sale details
  - Type, date and price
- Seller details
  - Sold by
  - Address
  - Confirm address
- New owner(s)
  - Name(s)

**New owner's information**

New owner type

Business Individual

First name

Middle name

Last name

**Selected Vehicle**

2012 FIAT 500

Plate: ZBJ1236

VIN: 2T456H258TY123658

Fee detail: \$13.25

Additional new owners

Add Additional?

No

< Previous Next >

12. Enter the New owner address and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Report of Sale

Start page

- What you'll need
- Vehicle to report
  - Which vehicle?
    - ZBJ1236
- Sale details
  - Type, date and price
- Seller details
  - Sold by
  - Address
  - Confirm address
- New owner(s)
  - Name(s)
  - Address

**New owner address**

Country

USA

Street address

Street 2

Unit type

Unit

City

State

Zip code

**Selected Vehicle**

2012 FIAT 500

Plate: ZBJ1236

VIN: 2T456H258TY123658

Fee detail: \$13.25

< Previous Next >

13. Review and select the appropriate Address Options and click **Next**.
14. Review the Tax/fee details screen and click **Next**.
15. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Report of Sale

**Start page**

- What you'll need
- Vehicle to report**
- Which vehicle?
- ZBJ1236
- Sale details**
- Type, date and price
- Seller details**
- Sold by
- Address
- Confirm address
- New owner(s)**
- Name(s)
- Address
- Confirm address
- Review and confirm**
- Tax/fee details
- Email**

**Email receipt**

You can also print your receipt at the end.

Email address

Confirm email address

**Selected Vehicle**

2012 FIAT 500

Plate: ZBJ1236

VIN: 2T456H258TY123658

Previous Next

15. Review the summary information and click **Submit** to proceed or **Previous** to make changes.
17. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

**Payment**

Select an option to continue.

- Pay with a bank account for no added fees.
- Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.

**Submission**

Replace tab	Amount	Actions
Plate: ZBJ1236	\$13.75	Make changes Delete

**Summary**

Subtotal	\$13.75
<b>Total Amount Due</b>	<b>\$13.75</b>

Pay with Bank Account

Pay with Debit/Credit Card

Cancel

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



vii. Click **Submit** after reading the Confirmation statement.

**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

< Previous **Submit**

b. Pay with Debit/Credit Card:

i. Click **Next** after reviewing the Fees due for Your Order.

WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

< Back Cancel **Next**

**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

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- ii. Click the **Next** button to process with Debit/Credit Card payment.
- iii. Enter the First Name (as it appears on your card).
- iv. Enter the Last Name (as it appears on your card).
- v. Enter the Address 1 (as it appears on your card statement).
- vi. Enter the City.
- vii. Select the appropriate option from the Country/Region dropdown menu.
- viii. Select the appropriate option from the State/Province dropdown menu.
- ix. Enter the Zip/Postal Code.

**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*

- x. Select the Card Type.
- xi. Enter the Card Number.
- xii. Select the appropriate option for the Expiration Month dropdown menu.
- xiii. Select the appropriate option for the Expiration Year dropdown menu.
- xiv. Enter the Card Verification Number (CVN).
- xv. Click the **Pay** button.

18. Click the **Next** button.

19. Review the information and click **Submit**.

20. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct after reading the information in the dialog box.

21. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.



## Estimate Vehicle Registration Costs

You can estimate how much it will cost to register your vehicle in Washington State before completing the transaction at a vehicle licensing office.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Estimate vehicle registration fees** button in the Vehicle Registration section.



### Vehicle Registration

Manage your vehicle registration

- > Renew your vehicle registration
- > Replace lost or stolen tabs
- > **Estimate vehicle registration fees**
- > Report the sale of your vehicle
- > Change your address

- Enter your plate, decal, or metal tag number as it appears on your registration. Select the appropriate **last name or business name**, or **last 4 characters of VIN** radio button and enter the applicable information. Click the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Tab Estimator

Vehicle search

Choose vehicle

Which vehicle do you want an estimate for?

Enter plate, decal, or metal tag number \*  
Required

Enter name or VIN

Last name or business name \*

Last 4 characters of VIN \*

\* Required

< Previous **Next** >

- Review the Tax & fee Details screen and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vehicle Tab Estimator

Vehicle search

Choose vehicle

Review and confirm

Tax/fee details

It will cost \$170.25 to renew your tabs.

**Fees and Donations**

Registration License	\$30.00
Additional Vehicle Weight Fee	\$10.00
Vehicle Weight	\$25.00
Registration Filing	\$4.50
Registration Service Fee	\$8.00
Funds ferry replacement (County Auditor/DOL) or is retained by the office (subagent).	
Department of Licensing Service	\$0.50
License Plate Technology	\$0.25
Washington State Parks	\$5.00
If you don't want to donate, return to the Donations screen to opt out.	
Transportation Benefit District - Seattle	\$40.00
RTA Excise Tax	\$47.00

**Print**

**Selected Vehicle**

**2012 FIAT 500**

**Pl:** ZBJ1236

**VIN:** 2T456H258TY123658

**Current expiration date:** Nov 28, 2022

[Renew these tabs](#)

< Previous

## Change your Vehicle Address

The registered owner of a vehicle can change their vehicle address online.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Change your address** button in the Vehicle Registration section.



### Vehicle Registration

Manage your vehicle registration

- > Renew your vehicle registration
- > Replace lost or stolen tabs
- > Estimate vehicle registration fees
- > Report the sale of your vehicle
- > [Change your address](#)

4. Read the What you'll need information and click **Next**.

5. Click the **Vehicle** or **Boat** radio button and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

What you'll need

Vehicle/Boat search

Which vehicle/vessel?

Which vehicle or boat do you want to update?

Please select one of the options below.

Select type \*

Vehicle

Boat

< Previous Next >

6. Enter your plate, decal, or metal tag number, last name or company name, last 4 characters of VIN, click **Next**.

**Note:** Click the Add vehicle or Add boat button to add an additional vehicle or boat.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

What you'll need

Vehicle/Boat search

Which vehicle/vessel?

Which vehicle or boat do you want to update?

Select type

Vehicle

Boat

Enter plate, decal, or metal tag number \*

Required

Last name or company name \*

Required

VIN - last 4 characters \*

Required

Add vehicle

< Previous Next >

7. Select the appropriate **Customer Type** radio button and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

What you'll need

Vehicle/Boat search

Which vehicle/vessel?

Address information

Address type

Address type

Select Customer Type \*

Business

Individual

By selecting Next, you're certifying the above selection is true.

< Previous Next >

8. Select the appropriate **Is your residential address in Washington state?** radio button and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

What you'll need

Vehicle/Boat search

Which vehicle/vessel?

Address information

Address type

Address type

Select Customer Type

Business

Individual

Is your residential address in Washington state?

Yes. \*

Yes, but I'm not required to provide it:

- I'm exempt from paying vehicle excise tax, and/or
- My vehicle(s) are exempt from vehicle excise tax.

No, I don't have a residence in Washington.

No, I'm stationed outside of Washington on military active duty.

I live in Washington, but I do not have a residence.

By selecting Next, you're certifying the above selection is true.

< Previous Next >

9. Enter your Washington state residential address and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

- What you'll need
- Vehicle/Boat search
- Which vehicle/vessel?
- Address information
- Address type
- Residential address

What's your residential address?

Street address \*  
Required

Street 2

Unit type

Unit

City \*  
Required

State  
WA - WASHINGTON

Zip code \*  
Required

Previous Next

10. Confirm your residential address and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

- What you'll need
- Vehicle/Boat search
- Which vehicle/vessel?
- Address information
- Address type
- Residential address
- Verify residential address

Confirm your residential address

You entered this address:

405 BLACK LAKE BLVD OLYMPIA WA 98502

Select the address you want us to use.

Address Options

- 405 BLACK LAKE BLVD SW OLYMPIA WA 98502-5046
- Continue with unverified address as entered.

Previous Next

11. Select the **Same as residential address** checkbox or enter your mailing address and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

- What you'll need
- Vehicle/Boat search
- Which vehicle/vessel?
- Address information
- Address type
- Residential address
- Verify residential address
- Mailing address

What's your mailing address?

Same as residential address

Country  
USA

Street address \*  
Required

Street 2

Unit type

Unit

City \*  
Required

State  
WA - WASHINGTON

Zip code \*  
Required

< Previous **Next** >

12. Click the applicable Address Options radio button and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

- What you'll need
- Vehicle/Boat search
- Which vehicle/vessel?
- Address information
- Address type
- Residential address
- Verify residential address
- Mailing address
- Verify mailing address

Confirm your mailing address

You entered this address:

1125 WASHINGTON ST SE OLYMPIA WA 98502

Select the address you want us to use.

Address Options

1125 WASHINGTON ST SE OLYMPIA WA 98501-2283

Continue with unverified address as entered.

< Previous **Next** >

13. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

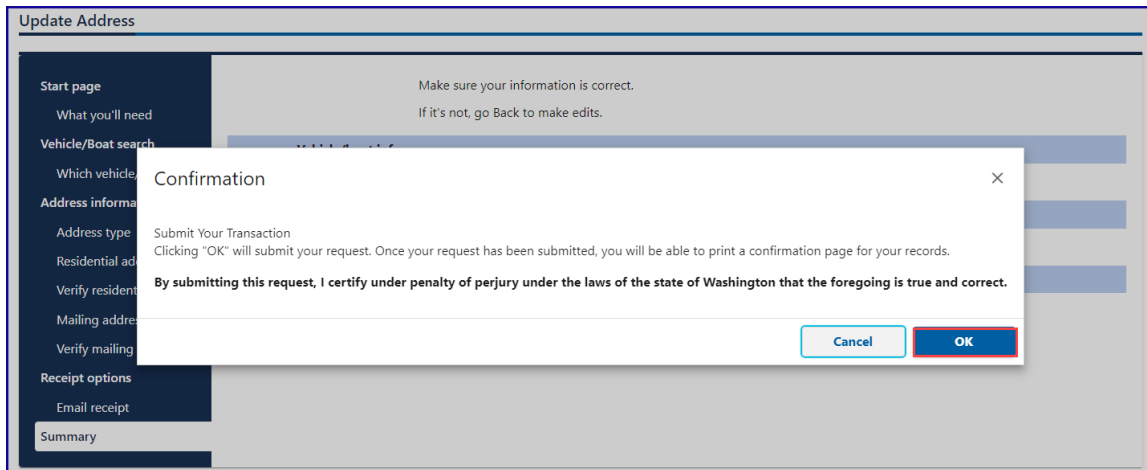
The screenshot shows the 'Update Address' page in the Washington State Department of Licensing system. The page title is 'Update Address' and the sub-section is 'Email receipt'. A sidebar on the left lists navigation options: 'Start page', 'What you'll need', 'Vehicle/Boat search', 'Which vehicle/vessel?', 'Address information', 'Address type', 'Residential address', 'Verify residential address', 'Mailing address', 'Verify mailing address', 'Receipt options', and 'Email receipt' (which is highlighted). The main content area contains the text 'You can also print your confirmation at the end.' followed by two input fields: 'Email address' and 'Confirm email address'. A red box highlights these two fields. At the bottom right, there are 'Previous' and 'Next' buttons.

14. Review the summary information. Click **Submit** to proceed or **Previous** to make changes.

The screenshot shows the 'Update Address' page in the Washington State Department of Licensing system, now at the 'Summary' step. The page title is 'Update Address' and the sub-section is 'Summary'. The sidebar on the left lists navigation options: 'Start page', 'What you'll need', 'Vehicle/Boat search', 'Which vehicle/vessel?', 'Address information', 'Address type', 'Residential address', 'Verify residential address', 'Mailing address', 'Verify mailing address', 'Receipt options', 'Email receipt', and 'Summary' (which is highlighted). The main content area contains the text 'Make sure your information is correct. If it's not, go Back to make edits.' followed by three summary sections: 'Vehicle/boat info : Vehicle : ZBJ1236 - 2012 FIAT 500', 'Residential address : Address : 405 BLACK LAKE BLVD SW OLYMPIA WA 98502-5046', and 'Mailing address : Address : 1125 WASHINGTON ST SE OLYMPIA WA 98501-2283'. At the bottom right, there are 'Previous' and 'Submit' buttons.



15. Click the **Ok** button to submit your transaction.



## Vessel Transactions

You can renew your vessel registration, replace a lost decal, estimate registration fees, report the sale of your boat, or change the address on your vessel record through the No Logon portal.

### Renew a Vessel Registration

All boat registrations expire on June 30. You can renew your boat 6 months before the renewal date. If you have not used your boat in the previous year, you can renew after it's expired, if it's been expired less than 12 months.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Renew your boat registration** button in the Boat Registration section.



### Boat Registration

Manage your boat registration

- > Renew your boat registration
- > Replace lost decal
- > Estimate boat registration fees
- > Report the sale of your boat
- > Change your address

4. Read the What you'll need page, click the **I'm not a robot** Captcha box, complete the verification pop-up, click **Verify**, and click **Next**.
5. Enter your registration number as it appears on your registration. Select the appropriate **last name or business name**, or **last 4 characters of VIN** radio button and enter the applicable information. Click the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your boat decals

Introduction

What you'll need

Boat search

Choose vessel

Which boat do you want to renew?

If your vessel is documented, please use your document number from your coast guard documentation.

Registration number \*

Required

Enter name or HIN

Last name or business name \*

Last 4 characters of HIN \*

\* Required

< Previous Next >

6. Click the **I attest that the hull identification number is affixed to this vessel** checkbox and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your boat decals

Introduction

What you'll need

Boat search

Choose vessel

Confirm vessel

Is this the boat you want to renew?

Registration number	WN8271NH
HIN	WNZ15424B797
Boat	1997 AWB STRYKER

I attest that the hull identification number is affixed to this vessel. \*

Please select the option above.

< Previous Next >

7. Select **Yes** or **No** to confirm the address, update the address if applicable, and click **Next**.

The screenshot shows the 'Renew your boat decals' page on the Washington State Department of Licensing website. The page has a dark blue header with the logo and 'Return to dol.wa.gov' link. A navigation menu on the left includes 'Introduction', 'What you'll need', 'Boat search', 'Choose vessel', 'Confirm vessel', 'Additional info', and 'Current address'. The main content area is titled 'Is your address up to date?' and contains a 'Current address' section with a note: 'To protect your privacy, we don't display your address.' Below this are two radio buttons: 'Yes, it's up to date.' (selected) and 'No, I've moved and need to update it.' A 'Selected Boat' box on the right lists: '1997 AWB STRYKER', 'Registration number: WN9173XX', 'HIN: WN7589615321', 'Current expiration date: Jun 30, 2022', and 'Fee detail: \$34.75'. At the bottom right are 'Previous' and 'Next' buttons.

8. Select the applicable radio button on the **Select delivery option** screen. If you choose to have them mailed, check the **Yes, please mail them to me** checkbox in the pop-up window and click **Next**.

The screenshot shows the 'Renew your boat decals' page on the Washington State Department of Licensing website. The page has a dark blue header with the logo and 'Return to dol.wa.gov' link. A navigation menu on the left includes 'Introduction', 'What you'll need', 'Boat search', 'Choose vessel', 'Confirm vessel', 'Additional info', 'Current address', 'Office options', and 'Select delivery type'. The main content area is titled 'How do you want to get your decals and registration?' and contains two radio buttons: 'I'd like them mailed by the office I select.' (selected) and 'I'll pick them up at the office I select.' Below the first radio button is a note: 'The office you select will mail within 5 business days.' Below the second radio button is a note: 'Your items should be ready when you arrive.' A 'Selected Boat' box on the right lists: '1997 AWB STRYKER'. A pop-up window titled 'Are you sure you want your new decals mailed to you?' is overlaid on the page, containing the text: 'Your boat decal has already expired. By selecting the mail option you will delay the receipt of your decal.' and a checked checkbox for 'Yes, please mail them to me.' At the bottom right are 'Previous' and 'Next' buttons.

9. Select the office of your choice from the **Select an office** screen and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your boat decals

**Select an office to get your decals from.**

Below are 16 offices within 20 miles of your home address.  
Office hours listed below exclude holidays.  
[Change start location](#)

**Selected Boat**

**1997 AWB STRYKER**  
**Registration number:** 'WN9173XX'  
**HIN:** WN7589615321  
**Current expiration date:** Jun 30, 2022  
**Fee detail:** \$34.75  
[Show fee details](#)

**Nearby Offices** Page 1 of 2

**1. KITSAP COUNTY AUDITOR**  
619 DIVISION ST  
PORT ORCHARD WA 98366-4614  
360-337-4440  
(2 miles away)

Mon-Thu: 9:00AM - 4:00PM  
Fri: 9:00AM - 12:00PM  
For questions, please call 360-337-4440

**2. PORT ORCHARD LICENSE AGENCY, INC.**  
Near Across from Fred Meyer

Mon-Fri: 9:00AM - 5:00PM  
Sat: 9:00AM - 4:00PM

Map Display

Previous Next

10. Select **Yes** or **No** to confirm the donation to support the preservation of historical ships and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your boat decals

**Would you like to make a donation?**

**Grays Harbor Historical Seaport and the Steamer Virginia V Foundation**

Your donation supports the preservation of historical ships

Yes, I want to donate \$ \* Historic Ships Donation  
0.00

No, I don't want to donate to the Historical Ship Foundation \*

**Selected Boat**

**1997 AWB STRYKER**  
**Registration number:** 'WN9173XX'  
**HIN:** WN7589615321  
**Current expiration date:** Jun 30, 2022  
**Fee detail:** \$34.75  
[Show fee details](#)

Previous Next

11. Review the Tax/fee details screen and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Renew your boat decals

**Introduction**

- What you'll need

**Boat search**

- Choose vessel
- Confirm vessel

**Additional info**

- Current address

**Office options**

- Select delivery type
- Select an office

**Review and confirm**

- Donate
- Tax/fee details**

**Please review this information.**

You can make edits, if necessary, using the links on the left.

Office Selection [Change](#)

**Mailed from:**

ANYTOWN LICENSING OFFICE  
 120 ANYTOWN RD  
 ANYTOWN, WA 55555  
 555-555-5555

Mon-Thu: 9:00AM - 4:00PM  
 Fri: 9:00AM - 12:00PM  
 For questions, please call 555-555-5555

**Fees and Donations**

Derelict Vessel and Invasive Species Removal	\$5.00
Vessel Registration	\$10.50
Derelict Vessel Removal Surcharge	\$1.00
Registration Filing	\$4.50
Registration Service Fee	\$8.00
Funds ferry replacement (County Auditor/DOL) or is retained by the office (subagent).	
Department of Licensing Service	\$0.50
License Plate Technology	\$0.25
Vessel Excise Tax	\$5.00
<b>Total:</b>	<b>\$34.75</b>

< Previous **Next** >

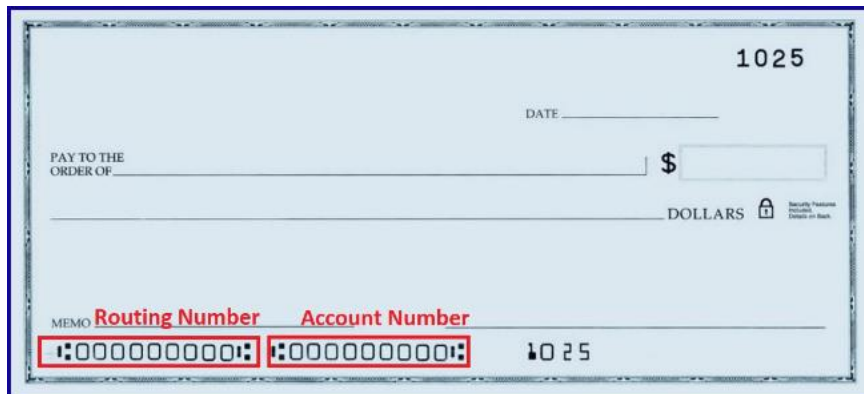
12. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

13. Review the summary information. Click **Submit** to proceed or **Previous** to make changes.

14. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

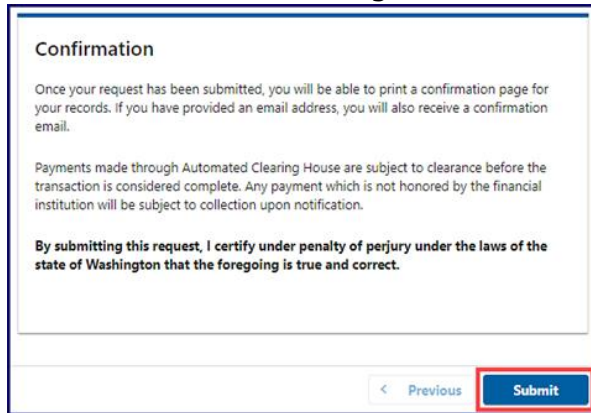
- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.





xvi. Click **Submit** after reading the Confirmation statement.



**Confirmation**

Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

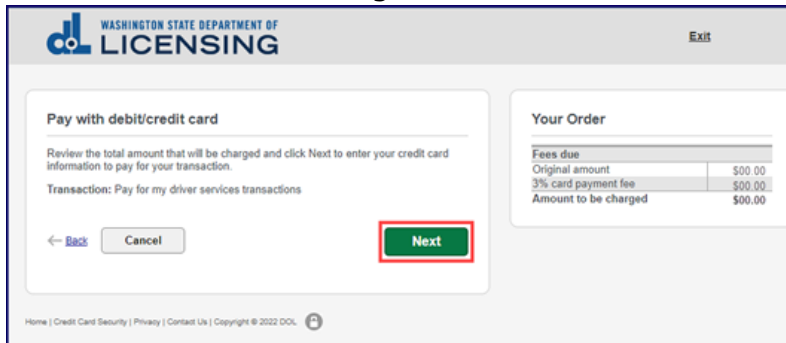
Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

< Previous **Submit**

b. Pay with Debit/Credit Card:

i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

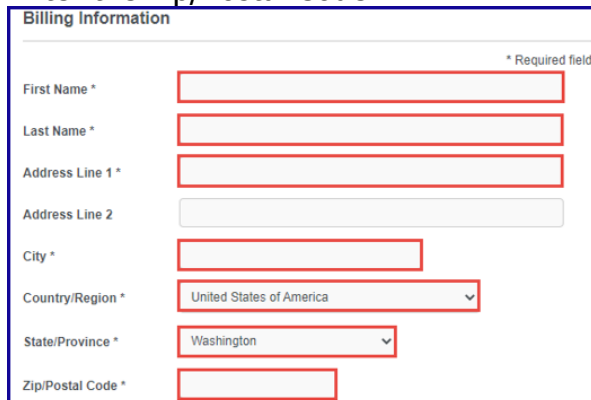
← Back Cancel **Next**

**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

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- ii. Enter the First Name (as it appears on your card).
- iii. Enter the Last Name (as it appears on your card).
- iv. Enter the Address 1 (as it appears on your card statement).
- v. Enter the City.
- vi. Select the appropriate option from the Country/Region dropdown menu.
- vii. Select the appropriate option from the State/Province dropdown menu.
- viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*

- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

15. Click the **Next** button.

16. Review the information and click **Submit**.

17. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct after reading the information in the dialog box.

18. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop-ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

## Replace a Lost Decal

The replacement lost decal fee is \$14.50. You can replace a lost or stolen tab if it is valid.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Replace lost decal** button in the Vehicle Registration section.



### Boat Registration

Manage your boat registration

- > Renew your boat registration
- > **Replace lost decal**
- > Estimate boat registration fees
- > Report the sale of your boat
- > Change your address

4. Read the What you'll need page, click the **I'm not a robot** Captcha box, complete the verification pop-up, click **Verify**, and click **Next**.

5. Enter your Registration number as it appears on your registration. Click the **last name or business name** or **last 4 characters of VIN** radio button, enter the applicable information, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Decal Replace

Introduction

What you'll need

Boat search

Choose vehicle

Which boat do you want a replacement decal for?

If your vessel is documented, please use your document number from your coast guard documentation.

Registration number \*

Required

Enter name or HIN

Last name or business name \*

Last 4 characters of HIN \*

\* Required

< Previous Next >

6. Review the information on the Confirm vehicle screen and click **Next**.
7. Click the **Yes, it is up to date** or **No, I've moved and need to update it** radio button, update the address, if applicable, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Decal Replace

Introduction

What you'll need

Boat search

Choose vehicle

Search results

Additional info

Verify address

Is your address up to date?

To protect your privacy, we don't display your address.

Yes, it's up to date. \*

No, I've moved and need to update it. \*

Selected Boat

1988 GBC RUNABOUT

Reg.: WN9173XX

HIN: WN7589615321

Fee detail: \$14.50

< Previous Next >

8. Click the applicable radio button on the Select delivery type screen and click **Next**.

The screenshot shows the 'Decal Replace' screen on the Washington State Department of Licensing website. The page title is 'Decal Replace' and the breadcrumb trail includes 'Introduction', 'What you'll need', 'Boat search', 'Choose vehicle', 'Search results', 'Additional info', 'Verify address', and 'Select delivery type'. The main content area asks 'How do you want to get your replacement decal?' with two radio button options: 'I'd like them mailed by the office I select.' (which is highlighted with a red box) and 'I'll pick them up at the office I select.'. Below the first option, it states 'The office you select will mail within 5 business days.' Below the second option, it states 'Your items should be ready when you arrive.'. To the right, a 'Selected Boat' summary shows: '1988 GBC RUNABOUT', 'Reg.: WN9173XX', 'HIN: WN7589615321', and 'Fee detail: \$14.50'. At the bottom right, there are 'Previous' and 'Next' navigation buttons, with 'Next' highlighted in red.

9. Click the applicable office radio button to Select an office and click **Next**.

The screenshot shows the 'Decal Replace' screen on the Washington State Department of Licensing website, now at the 'Select an office' step. The breadcrumb trail includes 'Introduction', 'What you'll need', 'Boat search', 'Choose vehicle', 'Search results', 'Additional info', 'Verify address', 'Select delivery type', and 'Select an office'. The main content area asks 'Select an office to get your decal from' and states 'Below are 25 offices within 20 miles of your home address.' and 'Office hours listed below exclude holidays.' There is a link for 'Change start location'. The 'Nearby Offices' section lists two offices, both highlighted with red boxes: 1. BEVERLY'S AUTO LICENSING INC. (9123 EVERGREEN WAY, EVERETT WA 98204-7121, 425-353-5333, 2 miles away) and 2. SILVER LAKE LICENSING SERVICE LLC (13300 BOTHELL-EVERETT HWY #302A, MILL CREEK WA 98012-0000, 425-385-8755, 2 miles away). To the right, a 'Selected Boat' summary is identical to the previous screen. At the bottom right, there are 'Previous' and 'Next' navigation buttons, with 'Next' highlighted in red.

10. Review the Tax/fee details screen and click **Next**.

11. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

The screenshot shows the 'Email receipt' screen within the 'Decal Replace' process. On the left is a navigation menu with sections: Introduction (What you'll need), Boat search (Choose vehicle, Search results), Additional info (Verify address, Select delivery type, Select an office), Review and confirm (Tax & fee details), and Email (Email receipt). The main content area is titled 'Email receipt' and contains the instruction: 'Please enter an email address if you would like to receive an email copy of your receipt.' Below this are two input fields: 'Email address' and 'Confirm email address', both highlighted with a red border. At the bottom right, there are 'Previous' and 'Next' navigation buttons.

12. Review the summary information and click **Submit** to proceed or **Previous** to make changes.

13. Click **Pay with Bank Account** or **Pay with Debit/Credit Card** and complete the applicable process below.

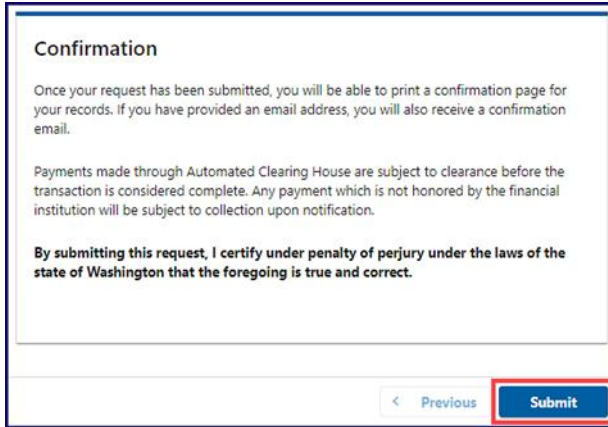
The screenshot displays the 'Payment' and 'Summary' sections. The 'Payment' section on the left offers two options: 'Pay with a bank account for no added fees' and 'Pay with a debit or credit card for a 3% card payment fee. This option will send you to our credit card site.' Below this is the 'Submission' section, showing 'Replace decal' for \$14.50 with options to 'Make changes' or 'Delete', and a sub-item 'Reg.: WN9173XX'. The 'Summary' section on the right shows a 'Subtotal' of \$14.50 and a 'Total Amount Due' of \$14.50. At the bottom, there are three buttons: 'Pay with Bank Account' (highlighted with a red border), 'Pay with Debit/Credit Card' (highlighted with a red border), and 'Cancel'.

- a. Pay with Bank Account:
  - i. Select **Checking** or **Savings** as the Bank Account Type.
  - ii. Enter the Routing Number.
  - iii. Enter the Account Number.
  - iv. Confirm the Account Number.
  - v. Select **Yes** or **No** to save this payment channel for future use.
  - vi. Confirm the Amount.

**Note:** Refer to the following check image that indicates the location of the routing number and account number, if applicable.



- xv. Click **Submit** after reading the Confirmation statement.



**Confirmation**

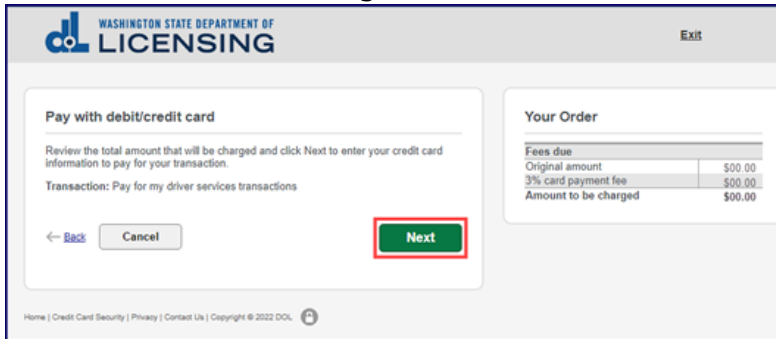
Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

Payments made through Automated Clearing House are subject to clearance before the transaction is considered complete. Any payment which is not honored by the financial institution will be subject to collection upon notification.

**By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.**

[← Previous](#) [Submit](#)

- b. Pay with Debit/Credit Card:
  - i. Click **Next** after reviewing the Fees due for Your Order.



WASHINGTON STATE DEPARTMENT OF LICENSING

Exit

**Pay with debit/credit card**

Review the total amount that will be charged and click Next to enter your credit card information to pay for your transaction.

Transaction: Pay for my driver services transactions

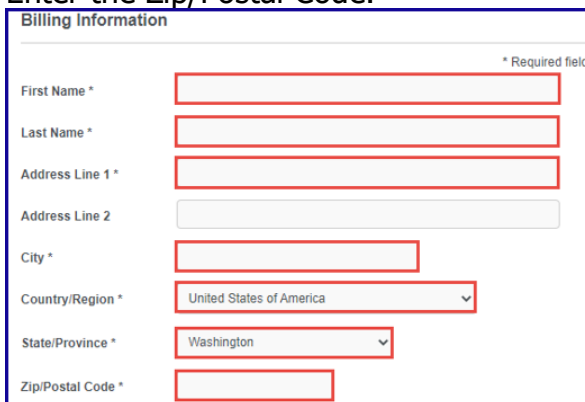
← Back [Cancel](#) [Next](#)

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**Your Order**

Fees due	
Original amount	\$00.00
3% card payment fee	\$00.00
Amount to be charged	\$00.00

- ii. Enter the First Name (as it appears on your card).
- iii. Enter the Last Name (as it appears on your card).
- iv. Enter the Address 1 (as it appears on your card statement).
- v. Enter the City.
- vi. Select the appropriate option from the Country/Region dropdown menu.
- vii. Select the appropriate option from the State/Province dropdown menu.
- viii. Enter the Zip/Postal Code.



**Billing Information**

\* Required field

First Name \*

Last Name \*

Address Line 1 \*

Address Line 2

City \*

Country/Region \*

State/Province \*

Zip/Postal Code \*



- ix. Select the Card Type.
- x. Enter the Card Number.
- xi. Select the appropriate option for the Expiration Month dropdown menu.
- xii. Select the appropriate option for the Expiration Year dropdown menu.
- xiii. Enter the Card Verification Number (CVN).
- xiv. Click the **Pay** button.

14. Click the **Next** button.

15. Review the information and click **Submit**.

16. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct after reading the information in the dialog box.

17. Click the **Print Documents** button to print the receipt. Your computer settings must allow pop ups as the driving record will open as a PDF in a separate window or tab. Click the **Close** button to return to your account homepage.

## Submit a Report of Sale

The vessel seller is responsible for filing a report of sale within 5 days of selling a vessel. Filing the report of sale protects you from penalties or fines incurred by the new owner. You could be responsible for any penalties or fines if you file later.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the Report the sale of your boat button in the Vehicle Registration section.



### Boat Registration

Manage your boat registration

- > Renew your boat registration
- > Replace lost decal
- > Estimate boat registration fees
- > Report the sale of your boat
- > Change your address

4. Read the What you'll need page and click **Next**.

5. Enter your registration number as it appears on your registration, click the **last name or business name** or **last 4 characters of VIN** radio button and enter the applicable information, and lick the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vessel Report of Sale

Vessel Report of Sale

Start page

What you'll need

Vessel to report

Which vessel?

Which boat do you want to report?

If your vessel is documented, please use your document number from your coast guard documentation.

Registration number \*

Required

Enter name or HIN

Last name or business name \*

Last 4 characters of HIN \*

\* Required

< Previous Next >

6. Review the information on the Confirm vehicle screen and click **Next**.
7. Click the **Gift/Donation, Sale, or Trade** button, enter the required Date of sale, Value/Sale price, if applicable, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vessel Report of Sale

Vessel Report of Sale

Start page

What you'll need

Vessel to report

Which vessel?

WN9173XX

Sale details

Type, date and price

Sale details

Sale details

Please select one of the options below.

This boat was:

Gift/Donation Sale Trade

Date of sale \*

Required

Value \*

Required

Enter only whole dollar amounts

Selected Boat

1988 GBC RUNABOUT

Reg.: WN9173XX

HIN: WN7589615321

< Previous Next >

8. Click the **Business** or **Individual** button, enter the required information, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

### Vessel Report of Sale

Vessel Report of Sale

**Seller's information**

Please select one of the options below.

**Sold by \***

Business  Individual

**Selected Boat**

1988 GBC RUNABOUT  
Reg.: WN9173XX  
HIN: WN7589615321

< Previous **Next** >

9. Enter the Seller Address and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

### Vessel Report of Sale

Vessel Report of Sale

**Seller address**

Country  
USA

Street address \*  
*Required*

Street 2

Unit type

Unit

City \*  
*Required*

State  
WA - WASHINGTON

Zip code \*  
*Required*

**Selected Boat**

1988 GBC RUNABOUT  
Reg.: WN9173XX  
HIN: WN7589615321

< Previous **Next** >

10. Review and select the appropriate Address Options and click **Next**.

11. Click the Business or **Individual** button, enter the First, Middle, Last name, if applicable, and click **Next**.

The screenshot shows the 'New owner's information' step of the 'Vessel Report of Sale' process. The page header includes the Washington State Department of Licensing logo and a 'Return to dol.wa.gov' link. A navigation menu on the left lists various steps, with 'New owner(s)' selected. The main content area is divided into three sections: 'New owner type' with 'Business' and 'Individual' buttons; 'New owner's information' with input fields for 'First name', 'Middle name', and 'Last name'; and 'Additional new owners' with an 'Add Additional?' checkbox and a 'No' option. A 'Selected Boat' summary box on the right displays '1988 GBC RUNABOUT', 'Reg.: WN9173XX', and 'HIN: WN7589615321'. At the bottom right, there are 'Previous' and 'Next' navigation buttons.

12. Enter the **New owner address** and click **Next**.

The screenshot shows the 'New owner address' step of the 'Vessel Report of Sale' process. The page header and navigation menu are consistent with the previous screenshot. The main content area is divided into three sections: 'New owner address' with input fields for 'Country' (pre-filled with 'USA'), 'Street address', 'Street 2', 'Unit type', 'Unit', 'City', 'State', and 'Zip code'; 'Additional new owners' with an 'Add Additional?' checkbox and a 'No' option; and 'Selected Boat' summary box on the right displaying '1988 GBC RUNABOUT', 'Reg.: WN9173XX', and 'HIN: WN7589615321'. At the bottom right, there are 'Previous' and 'Next' navigation buttons.

13. Review and select the appropriate Address Options and click **Next**.
14. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

### Vessel Report of Sale

Vessel Report of Sale

Start page

What you'll need

Vessel to report

Which vessel?

WN9173XX

Sale details

Type, date and price

Seller details

Sold by

Address

Confirm address

New owner(s)

Name(s)

Address

Confirm address

Email

#### Email receipt

You can also print your receipt at the end.

Email address

---

Confirm email address

---

#### Selected Boat

**1988 GBC RUNABOUT**

Reg.: WN9173XX

HIN: WN7589615321

Previous
Next

15. Review the summary information. Click **Submit** to proceed or **Previous** to make changes.
16. Click the **OK** button to certify under penalty of perjury that the foregoing is true and correct after reading the information in the dialog box.

Confirmation

Clicking "OK" will submit your request. Once your request has been submitted, you will be able to print a confirmation page for your records. If you have provided an email address, you will also receive a confirmation email.

By submitting this request, I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Cancel
OK

## Estimate Vessel Registration Costs

You can estimate how much it will cost to register your vessel or watercraft in Washington state before completing the transaction at a vehicle licensing office.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.

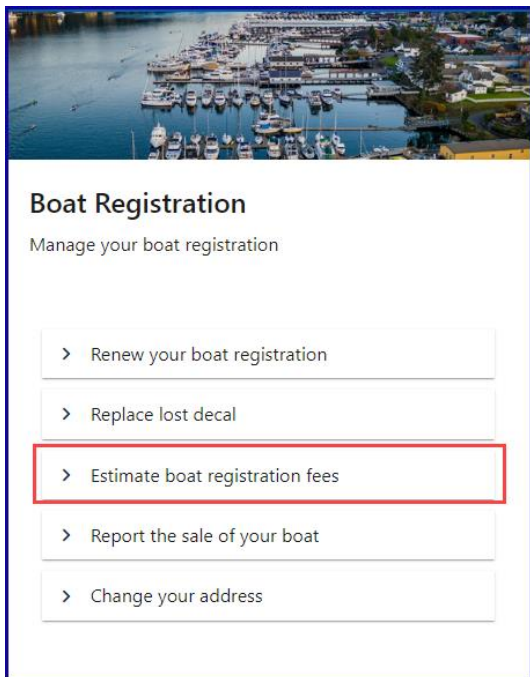
### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Estimate boat registration fees** button in the Vehicle Registration section.



**Boat Registration**  
Manage your boat registration

- > Renew your boat registration
- > Replace lost decal
- > **Estimate boat registration fees**
- > Report the sale of your boat
- > Change your address

- Enter your registration number as it appears on your registration. Select the appropriate **last name or business name**, or **last 4 characters of VIN** radio button and enter the applicable information. Click the **Next** button.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vessel Reg Est

Boat search

Choose vessel

Which boat would you like to use for the estimate?

If your vessel is documented, please use your document number from your coast guard documentation.

Registration number \*

Required

Enter name or HIN

Last name or business name \*

Last 4 characters of HIN \*

\* Required

< Previous **Next** >

- Review the Tax/fee details screen and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Vessel Reg Est

Boat search

Choose vessel

Review and confirm

Tax/fee details

It will cost \$38.57 to renew your decals.

Fees and Donations

Derelict Vessel and Invasive Species Removal	\$5.00
Vessel Registration	\$10.50
Derelict Vessel Removal Surcharge	\$1.00
Registration Filing	\$4.50
Registration Service Fee	\$8.00
Funds ferry replacement (County Auditor/DOL) or is retained by the office (subagent).	
Department of Licensing Service	\$0.50
License Plate Technology	\$0.25
Vessel Excise Tax	\$8.82

Print

Selected Boat

2003 SMOKERCR

Registration number: WN9173XX

HIN: WN7589615321

Current expiration date: Jun 30, 2021

Renew these decals

< Previous



## Change your boat address

The registered owner of a vessel can change their vessel address online.

1. Access [dol.wa.gov](https://dol.wa.gov).
2. Click the Check out our other **online services** hyperlink.


### Get it done online

While you're here, why not check some things off your to-do list?

- Renew your [vehicle tabs](#) or [boat decals](#)
- [See what documents you'll need to get a EDL/EID](#)
- [Renew your driver license or ID](#)
- [Schedule an appointment](#)

Check out our other [online services](#).

3. Click the **Change your address** button in the Vehicle Registration section.



### Boat Registration

Manage your boat registration

- > Renew your boat registration
- > Replace lost decal
- > Estimate boat registration fees
- > Report the sale of your boat
- > Change your address

4. Read the What you'll need page and click **Next**.

5. Click the **Vehicle** or **Boat** radio button and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

What you'll need

Vehicle/Boat search

Which vehicle/vessel?

Which vehicle or boat do you want to update?

Please select one of the options below.

Select type \*

Vehicle

Boat

< Previous Next >

6. Enter your registration number, last name or company name, or last 4 characters of VIN, and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Staging

Return to dol.wa.gov

DOL Online Services

Update Address

Start page

What you'll need

Vehicle/Boat search

Which vehicle/vessel?

Which vehicle or boat do you want to update?

Select type

Vehicle

Boat

If your vessel is documented, please use your document number from your coast guard documentation.

Registration number \*  
Required

Last name or company name \*  
Required

HIN - last 4 characters \*  
Required

Add boat

< Previous Next >

7. Enter your Washington state residential address and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

- What you'll need
- Vehicle/Boat search
  - Which vehicle/vessel?
- Address information
  - Address type
  - Residential address**

What's your residential address?

Street address \*  
*Required*

Street 2

Unit type

Unit

City \*  
*Required*

State  
WA - WASHINGTON

Zip code \*  
*Required*

< Previous **Next** >

8. Confirm your mailing address and click **Next**.

WASHINGTON STATE DEPARTMENT OF LICENSING

Return to dol.wa.gov

Update Address

Start page

- What you'll need
- Vehicle/Boat search
  - Which vehicle/vessel?
- Address information
  - Address type
  - Residential address
  - Verify residential address
  - Mailing address
  - Verify mailing address**

Confirm your mailing address

You entered this address:

**1125 WASHINGTON ST SE OLYMPIA WA 98502**

Select the address you want us to use.

Address Options

- 1125 WASHINGTON ST SE OLYMPIA WA 98501-2283
- Continue with unverified address as entered.**

< Previous **Next** >

9. Enter the Email address and Confirm email address if you would like to receive an email copy of your receipt. Leave the fields blank if you do not want the receipt emailed. Click the **Next** button.

The screenshot shows the 'Update Address' page on the Washington State Department of Licensing website. The page has a dark blue header with the logo and 'Return to dol.wa.gov' link. A sidebar on the left contains navigation options: 'Start page', 'Vehicle/Boat search', 'Address information', and 'Receipt options'. The 'Email receipt' option is selected. The main content area is titled 'Email receipt' and includes the text 'You can also print your confirmation at the end.' Below this are two input fields: 'Email address' and 'Confirm email address', both of which are highlighted with a red border. At the bottom right, there are 'Previous' and 'Next' buttons.

10. Review the summary information. Click **Submit** to proceed or **Previous** to make changes.

The screenshot shows the 'Update Address' page on the Washington State Department of Licensing website, displaying summary information. The page has a dark blue header with the logo and 'Return to dol.wa.gov' link. A sidebar on the left contains navigation options: 'Start page', 'Vehicle/Boat search', 'Address information', and 'Receipt options'. The 'Summary' option is selected. The main content area is titled 'Update Address' and includes the text 'Make sure your information is correct. If it's not, go Back to make edits.' Below this are three summary sections: 'Vehicle/boat info : Vessel : WN6952NM - 1988 GBC Runabout', 'Residential address : Address : 405 BLACK LAKE BLVD SW OLYMPIA WA 98502-5046', and 'Mailing address : Address : 1125 WASHINGTON ST SE OLYMPIA WA 98501-2283'. At the bottom right, there are 'Previous' and 'Submit' buttons.

11. Click the **Ok** button to submit your transaction.