

Who should use this form?

Use this form if you're not in New Zealand and want to get a replacement driver licence because:

(tick the box below that applies to you)

- ☐ **Your name has changed**
(The signature on your driver licence can't be changed from outside New Zealand)
- ☐ **Your address has changed and you want your new address to appear on your new driver licence**
(Please visit www.nzta.govt.nz/online to change your address if you don't want it printed on your licence. There's no fee involved. Overseas addresses can't be printed on your driver licence)
- ☐ **Your driver licence has been lost, stolen or destroyed**
- ☐ **Your driver licence has been defaced, mutilated or become illegible**

AND/OR

- ☐ **You're outside New Zealand and want to have your driver licence expiry date extended by up to 12 months**
(your expiry date can't be extended if your licence has been expired for more than 12 months)

If you're just applying for a replacement licence and have a verified RealMe identity, instead of completing and sending this form you can apply for a replacement at www.nzta.govt.nz/online

Don't use this form to replace your licence if you're in New Zealand.

To replace your licence, you can:

- apply at www.nzta.govt.nz/online (if you have a verified RealMe identity), or
- apply at a driver licensing agent. You'll need to complete an *Application for replacement driver licence and/or driver ID card form* (DL2), available at www.nzta.govt.nz/form-DL2

To renew your licence, you'll need to apply at a driver licensing agent. Complete an *Application for issue or renewal of driver licence form* (DL1), available at www.nzta.govt.nz/form-DL1

To find an agent in New Zealand go to www.nzta.govt.nz/agent

How to apply

Print and complete this form and send it with your documentation:

Overseas Replacements
Waka Kotahi NZ Transport Agency
Private Bag 11777
Palmerston North 4442
NEW ZEALAND

Once we process your application we'll send a replacement licence to the mailing address you provide on your application.

What to include

- ☐ **Your completed application form.** This must be the original form you have printed and completed. Faxes, photocopies or scans of the form are not acceptable.
- ☐ **The application fee:**
 - \$26.30 for a replacement driver licence, or,
 - \$27.60 to extend the expiry date of your licence

You can pay by credit card over the phone by calling +64 6 953 6270 from 8am-5.30pm Monday to Friday New Zealand time. We'll give you a reference number to write on this form.
- ☐ **A certified true copy* of your evidence of identity** (please don't send the original). This must be in colour, and can be either:
 - ☐ your New Zealand photo driver licence (which can be current or expired up to 2 years), or
 - ☐ your current New Zealand passport, or
 - ☐ a combination of acceptable evidence of identity documents detailed on *Identification for driver licensing* (Factsheet 20).
If neither document has a photo, you'll also need to provide a verified image (see Factsheet 20 for more information).

**You MUST provide certified copies of your evidence of identity or name change.
If you don't, we won't be able to process your application.**

Copies of your identification must be certified by a:

- lawyer,
- solicitor,
- notary public,
- court registrar,
- embassy official,
- justice of the peace, or
- police officer.

Please ensure that the person certifying the documents clearly indicates the capacity in which they're acting. This is usually done by having the stamp/seal of the certifying officer/organisation stamped on the copy.

Please don't send the original of valuable or important documents.

- ☐ **Evidence of name change.**
If you want to change the name on your driver licence, or if the name on your identity documents isn't the same as the name on your licence, you'll need to provide acceptable evidence of name change. This must be a certified true copy* of one of the following issued in New Zealand:
 - ☐ your marriage or civil union certificate
 - ☐ copy of particulars of marriage or civil union
 - ☐ your dissolution of marriage or civil union order
 - ☐ a certificate of annulment
 - ☐ a deed poll certificate, change of name certificate, or birth certificate showing both names
 - ☐ a statutory declaration issued by Births, Deaths and Marriages confirming the name change.

Note: if your evidence of identity and name change documents do not provide a clear link to the name currently on your driver licence, you may be required to provide additional documentation.

Personal details

Please write clearly.

Name change

Tick the 'yes' box if your name has changed.

You must enter the details of your name change documentation at the bottom of the page.

Your gender won't show on your driver licence. For more information about genders recorded in the Driver Licence Register, go to www.nzta.govt.nz/gender

If you answer 'yes', in the event of your death your next-of-kin will still be asked for their agreement to donate organs. Please let them know of your wishes.

What is your New Zealand driver licence number? (if you know it)

What is your surname or family name?

Your full first name?

Middle names?

Has your name changed from the one appearing on your licence?

☐ No ☐ Yes → Please give new details below:

Surname or family name

Full first name

Middle names

What is your gender?

Would you be willing to donate organs in the event of your death? ☐ No ☐ Yes

What is your date of birth?

 / /
Day Month Year

Where were you born?

Name of town/city

Name of country

Where do you live?

What is your mailing address? (if different from above)

Please note we cannot print an overseas address on your driver licence. If your address is on your licence, you may need to pay to remove or change it later. For more information go to www.nzta.govt.nz/address-on-licence

Would you like your address printed on your licence?

☐ No
☐ Yes → ☐ Physical address OR ☐ Mailing address

What are your contact telephone numbers?

Mobile ()	Other ()
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What is your email address?

Giving your telephone numbers and email address is optional, however, they will help us process your application faster. Please write clearly.

Identification

You MUST provide certified copies or we won't be able to process your application.

See page 1 for information on acceptable evidence of identity and evidence of name change documents.

I provide the following certified copies of identification to support my application:

As primary evidence of identity

Issue date (if applicable)

Reference number

Expiry date (if applicable)

As supporting evidence of identity (if applicable)

Issue date

As evidence of name change (if applicable)

Reference number

Effective date

Reason for replacement

Please tick appropriate boxes.

If your current driver licence has become defaced, mutilated or become illegible you must surrender it before a replacement is issued.

Please indicate the reason a new driver licence is required:

- | | |
|---|---|
| <input type="checkbox"/> name change | <input type="checkbox"/> become illegible |
| <input type="checkbox"/> change of address | <input type="checkbox"/> been lost |
| <input type="checkbox"/> been defaced | <input type="checkbox"/> been stolen |
| <input type="checkbox"/> been mutilated | <input type="checkbox"/> been destroyed |
| <input type="checkbox"/> extend driver licence validity | |

Do you want to have the validity of your driver licence extended by up to 12 months?

- ☐ No ☐ Yes

Extension of validity

This option is for New Zealand driver licence holders who are outside New Zealand. Your driver licence validity can be extended only once, by a period of not more than 12 months from the original expiry date. If you wish to continue driving after that time you will need to renew your New Zealand licence (which can only be done in New Zealand) or obtain an overseas licence.

Payment method

What's your reference number from paying by credit card over the phone?

Reference number provided by contact centre

Declaration

- ☐ **I declare that I am surrendering** my driver licence.

- ☐ **I declare that I am not surrendering** my driver licence because:

- ☐ it has been lost
☐ it has been stolen
☐ it has been destroyed
☐ other (please explain)

I state that, to the best of my knowledge and belief, all the information I have given for this application is correct and I am not disqualified from obtaining or holding a driver licence. I acknowledge that any extension to the validity for my driver licence will be carried out only once and for a period of not more than 12 months from the original expiry date.
(Delete this statement if you are not applying to have the validity of your driver licence extended)

Signature of applicant

Date

More information

Waka Kotahi has a range of factsheets which give more information on a wide range of driver licensing topics. These are available on our website at www.nzta.govt.nz/factsheets.

Overseas travel by New Zealand licence holders (Factsheet 65) contains information for New Zealand licence holders travelling or living overseas.

We use our forms and factsheets to provide useful, common-sense advice and information in a concise format. They can't cover all aspects of a topic and shouldn't be used instead of authoritative legal documents or legal advice.

Privacy information

The information requested is required to process an application for a driver licence. Collecting this information is required by Part 3 of the Land Transport (Driver Licensing) Rule 1999. Some of the particulars you provide will become part of the Driver Licence Register. Collection, dissemination and release of this information is authorised by the Land Transport Act 1998 and part 7 of the Privacy Act 2020.

Waka Kotahi (and its agents) will hold, store, use, or disclose any personal information collected on this form in accordance with the Privacy Act 2020. Waka Kotahi (and its agents) may also use some of these particulars to provide you with information relating to driver licensing and driving, or to contact you for feedback on our services.

Under the Electoral Act 1993, s 263B, the Electoral Enrolment Centre operates an authorised information matching programme with Waka Kotahi. The purpose of this programme is to assist in keeping the Electoral Roll up-to-date.

To keep the Driver Licence Register up-to-date Waka Kotahi also operates an authorised information matching programme with Births, Deaths and Marriages. Please refer to the Privacy section of our website for more information.

You're entitled to access, and request the correction of, any readily retrievable personal information held about you by Waka Kotahi. You can do so by writing to us at Private Bag 11777, Palmerston North 4442 or by emailing us at info@nzta.govt.nz.

Warning

It's an offence to supply false or misleading information and may lead to court action. The consequences can include losing your licence and/or paying a fine.

If you don't supply all relevant information your application may be delayed or declined.