

Kansas Department of Revenue  
 Credential Request for Kansas Residents Temporarily out of State

**Replacement**

**Required Documents:**

1. Copies of **two** proofs of identity. Visit <https://ksrevenue.gov/dovproof.html> for acceptable document list  
*Please note, social security cards **cannot** be used for proof of identity*
2. Demi-1 application (Page 2)

**No Fee, One Time 6-month Extension**

**Required Documents:**

1. Copy of Kansas license
2. Demi-1 application (Page 2)

**Renewal**

**Only available to Kansas residents whose previous renewal was done in person, and are:**

- Military contractors or military members on active duty and their dependents
- Students attending an out of state university full time
- Missionaries outside the U.S.

**Required Documents:**

1. Copy of Kansas license
2. Copy of supporting document (military orders, LES, student transcript, or missionary document)
3. If your name is not on the military document, proof of relationship document is required
4. Demi-1 application (Page 2)

**Adding Motorcycle, Concealed Carry, and Name Change Applications**

Only available to military members on active duty and their dependents, & military contractors.

**In addition to the above required renewal documents, you must also include the following:**

- Copy of legal name change document required for name change applications
- Copy of Motorcycle Safety Foundation Card required to add motorcycle
- Copy of approval letter from Attorney General’s office required for all CCL applications

<b>Fee Chart</b>					
<i>Please make checks and money orders payable to KDOR</i>					
Renewal (Age: 21-64)	Fee	Renewal (Over age 64)	Fee	Miscellaneous	Fee
Non-Commercial C	\$26.00	Non-Commercial C	\$20.00	Replace License	\$16.00
Motorcycle	Add \$12.50	Motorcycle	Add \$9.00	Replace ID	\$12.00
Non-Commercial A or B	\$32.00	Non-Commercial A or B	\$24.00	Ignition Interlock	Add \$10.00
Commercial A, B, or C	\$26.00	Commercial A, B, or C	\$26.00	Concealed Carry	\$16.00
Identification Card	\$22.00	Identification Card	\$18.00	Endorsements	\$10.00 Each

**Please Note:**

- It may take up to 45 days for your credential to arrive in the mail. Please only send your application if you will be residing at your mailing address for 45 days or more. Credentials will **not** forward.
- Per K.S.A. 8-247, every other renewal must be done in person.
- If you are a male between the ages of 16 and 26, your information will be forwarded to the Selective Service System. For more information, please visit <https://www.ksrevenue.gov/dovdifaq.html>.

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**1. Enter your information in the below fields. Incomplete or illegible applications will be denied.**  
*You must be a Kansas resident who is temporarily out of state to apply.*

Name:	DOB:	License #:
Email:		Phone #:
*Required* Kansas Residential Address:		*Required* Out of State Mailing Address:

**2. Select your application type**

<input type="checkbox"/> Replacement	<input type="checkbox"/> Renewal	<input type="checkbox"/> One-Time 6-Month Extension
<input type="checkbox"/> Concealed Carry	<input type="checkbox"/> Name Change	<input type="checkbox"/> Add Motorcycle

**3. Answer the following questions entirely and accurately**

1. Is your permanent residence located in Kansas?  Yes  No
2. Are you a lawful resident of the United States?  Yes  No
3. Do you understand that your answers to these questions, if answered falsely may be grounds for prosecution?  Yes  No
4. Is your license now, or has it ever been suspended in Kansas or any other state?  Yes  No  
 If Yes: Where \_\_\_\_\_ Why \_\_\_\_\_
5. Do you currently have any uncontrolled mental or physical disabilities that make it difficult to operate a motor vehicle safely?  Yes  No
6. Have you suffered a seizure in the last 6 months?  Yes  No
7. Are you currently a habitual user of alcohol or drugs?  Yes  No
8. Do you have a pending action against you in Kansas or any other state?  Yes  No
9. Do you give your authorization to be listed as an organ, eye, and tissue donor?  Yes  No
10. The Division of Vehicles now offers the option to have your renewal reminder sent by email. If you opt-in, you will receive your renewal reminder by email. If you opt-out, you will continue to receive your renewal postcard by regular U.S. mail to the address on your record.  Opt-In  Opt-Out

**4. Enter fee information**

Fee Total: \$ \_\_\_\_\_

Payment Type:  Money Order  Check  Credit/Debit Card

If paying by card, complete the following: (A 2.5% or \$.75 processing fee will be added)

Card Type:  Visa  Master Card  American Express  Discover

Card Number: \_\_\_\_\_ Card Expiration Date: \_\_\_\_\_

**5. Signature:** \_\_\_\_\_  
*By signing this form, I affirm that all the information provided on this application is accurate.*

**6. Email or mail your application, payment, and document copies to:**

*Email: KDOR\_Demi1@ks.gov*

*Mail: Driver Services, PO Box 2188, Topeka, KS 66601*