

CHAPTER 7410
DEPARTMENT OF PUBLIC SAFETY
DRIVERS' LICENSES, VEHICLE RECORDS

7410 0400	DOCUMENTATION OF PROOF OF FULL NAME, DATE OF BIRTH, AND IDENTITY	7410 0450	RECORD AND IMAGE ON FILE, DUPLICATES, IDENTIFICATION CARD
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7410.0400 DOCUMENTATION OF PROOF OF FULL NAME, DATE OF BIRTH, AND IDENTITY.

Subpart 1 **In general.** At the time of application for a driver's license, permit, identification card, or vehicle certificate of title or registration by an owner who is an individual, the applicant shall present a Minnesota driver's license, permit, or Minnesota identification card if one of these has been issued to the applicant.

A The Minnesota driver's license, identification card, or permit must not have expired more than,

(1) five years before it is presented if it has a color photograph or electronically produced or digitized image of the applicant, or

(2) one year before it is presented if it does not have a color photograph or electronically produced or digitized image of the applicant. A temporary seven-day driver's license issued to a Minnesota-licensed driver only by the state of Minnesota under Minnesota Statutes, section 169.123, subdivision 5a, paragraph (c), clause (2), may be presented if it is not expired more than one year

[For text of item B, see MR]

C As proof of full name, date of birth, and identity, the applicant must present one primary document and one secondary document if the applicant cannot present:

(1) a Minnesota driver's license, identification card, or permit that is current or has been expired for five years or less with a color photograph or electronically produced or digitized image,

(2) a Minnesota driver's license, identification card, or permit that is current or has been expired for one year or less without a color photograph or electronically produced or digitized image, or

(3) a driver's license, identification card, or permit issued by a United States state, the District of Columbia, Guam, Puerto Rico, the Virgin Islands, or a Canadian province or territory that:

(a) is current or not expired for more than one year, and

(b) has a color photograph or electronically produced or digitized image of the applicant.

[For text of item D, see MR]

[For text of subs 1a and 1b, see MR.]

Subp. 2 **Primary documents.** If the applicant for a driver's license, permit, or identification card, or an individual who is applying as the owner for a vehicle title or registration, cannot present a Minnesota driver's license, identification card, or permit, as described in subpart 1, item C, then the applicant must present one legible, unaltered, primary document that contains the applicant's full name and date of birth as proof of name, date of birth, and identity, which are described as follows

A A driver's license, identification card, or permit issued by a United States state, other than Minnesota, or by the District of Columbia, Guam, Puerto Rico, the Virgin Islands, or a Canadian province or territory that is expired for more than one year but not for more than five years, with a color photograph or electronically produced or digitized image of the applicant, may be presented

[For text of items B to F, see MR]

G. An applicant or owner may present one of the following documents issued by the United States Department of Justice, Immigration and Naturalization Service or any subsequent form or version of the documents specified in this item

- (1) Certificate of Naturalization (Form N-550, N-570, N-578);
- (2) Certificate of Citizenship (Form N-560, N-561, N-645);
- (3) United States Citizen Identification card (Form I-179 or I-197),
- (4) Permanent Resident or Resident Alien card (Form I-551 or I-151)

that is valid,

- (5) Northern Mariana card (Form I-873 with "Northern Mariana" imprinted instead of "Resident Alien"),
- (6) American Indian card (Form I-872 with "American Indian" imprinted instead of "Resident Alien"),
- (7) employment authorization document with a photograph (Form I-688, I-688A, I-688B, or I-766) that has not expired, or
- (8) unexpired Re-entry Permit/Refugee Travel Document (I-571)

Subp. 3. **Secondary documents.** If an applicant for a driver's license, permit, or identification card cannot present a Minnesota driver's license, identification card, or permit, as described in subpart 1, item C, then, in addition to presenting a primary document, the applicant must also present a secondary document, described as follows

A. a second primary document listed in subpart 2,

B a driver's license, identification card, or permit, without a photograph or digitized image, issued by a United States state other than Minnesota, or by the District of Columbia, Guam, Puerto Rico, the Virgin Islands, or a Canadian province or territory, that has expired not more than five years, or that is current,

[For text of items C to I, see MR]

J. a copy of a transcript containing the applicant's full name and date of birth certified by the issuing secondary or postsecondary school,

K a United States nonmetal social security card or a Canadian social insurance card, or

L a current secondary school student identification card with the student's name, a photograph or electronically produced image of the student, and the student's date of birth or unique student identification number

[For text of subp 4, see MR]

Subp. 5. **Non-English documents; translation.** For all documents submitted to the department in a language other than English:

[For text of items A to C, see MR]

D The translator must be either

- (1) accredited by the American Translators Association,
- (2) recognized by the Minnesota Translation Laboratory,
- (3) certified by a court of competent jurisdiction,
- (4) approved by an embassy or consulate of the United States or diplomatic or consular official of a foreign country assigned or accredited to the United States,
- (5) affiliated with or approved by the United States Department of Justice, Immigration and Naturalization Service, or a government jurisdiction within the United States,
- (6) an attorney licensed to practice in the United States or affiliated with that attorney, or

(7) a vendor listed to provide translation service for the state of Minnesota.

Statutory Authority: *MS s 14 06, 168A 24, 171 02, 171 06; 171 061, 171 07, 171.10*
History: *25 SR 616*

7410.0425 ADDITIONAL DOCUMENTATION.

[For text of subps 1 to 3, see MR]

Subp 4 Notice of refusal.

A If an application is accepted at an application site and the documents presented are viewed, but fraudulent documents are suspected, the application and a copy of the documents presented must be transmitted to the department's driver and vehicle services division for review and verification with the issuing authority

(1) If verification of the presented documents is confirmed, the department shall issue the driver's license, identification card, or permit

(2) If verification of the presented documents is not confirmed by the department within 45 days of the application date, a written notice of refusal must be sent to the applicant to the address on the application form, indicating the department is not able to approve the application

(3) The applicant must be advised on the notice to contact the St. Paul driver evaluation office within 180 days of the date of the notice for an administrative review of the documents presented and of the applicant's right to a judicial review under Minnesota Statutes, section 171 19

(4) If the applicant does not contact the driver evaluation office within 180 days of the date on the notice, the application must be placed in suspense. The application may remain in suspense for up to five years if the department is not contacted by the applicant, after which the application must be destroyed.

B The applicant may appear at the department's driver evaluation office in St. Paul for an administrative review, or may call the St. Paul driver evaluation office at the telephone number indicated on the notice to schedule an administrative review, at an alternate driver evaluation site.

(1) The commissioner may seek additional written information from the applicant requesting the administrative review or from an agency or person believed to have information relating to the facts underlying the matter

(2) The applicant may present additional information to the department at the time of the administrative review

C If the department is able to verify the authenticity of presented documents and the applicant's identity as a result of the administrative review, the department shall notify the applicant within 15 days after completion of the administrative review that the application has been approved

D If the administrative review causes the department to refuse to issue the driver's license, identification card, or permit, the applicant must be notified in writing of the refusal within 15 days after completion of the administrative review. The notice shall provide the reasons for the refusal.

[For text of subps 5 and 6, see MR]

Statutory Authority: *MS s 14.06, 168A 24, 171 02, 171 06, 171 061, 171 07, 171 10*
History: *25 SR 616*

7410.0450 RECORD AND IMAGE ON FILE; DUPLICATES, IDENTIFICATION CARD.

A If a Minnesota driver's license, identification card, or permit is lost, stolen, destroyed, illegible, or mutilated beyond recognition during the period of validation, the applicant for a duplicate must

(1) attest to that fact in writing on the back of the application form, and

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(2) present documentation of full name, date of birth, and identity as required in part 7410.0400 unless an individual's digital image and signature is on file with the department and the technology is available to retrieve that information at the application site

B. If the applicant indicates there is no change in the information on file with the department, including name, date of birth, and mailing and residential address, and the applicant attests to that fact by signing the application form

(1) another image of the applicant will not be taken, and

(2) presentation of the identity documents specified in part 7410 0400 is not required

C. If an applicant for an identification card has a driver's license record on file with the department but the license has been suspended, revoked, or canceled within the past five years:

(1) an image of the applicant applying for the Minnesota identification card will not be taken, and

(2) presentation of the identity documents as specified in part 7410 0400 is not required

Statutory Authority: *MS s 14 06, 168A 24, 171 02, 171 06, 171.061, 171 07; 171 10*

History: *25 SR 616*

7410.0500 CHANGE OF NAME.

[For text of subpart 1, see MR.]

Subp 2 **Specific documentation.** If the applicant is required by Minnesota Statutes, section 171 11, or desires to change the last name, add an additional middle name or last name, or change any name

[For text of items A and B, see MR.]

C. To verify the name change, the applicant must then present one of the following documents:

(1) a copy of the applicant's certificate of marriage certified by the issuing government jurisdiction,

(2) a certified copy of a court order specifying the name change; or

(3) a certified copy of a divorce decree or dissolution of marriage granted the applicant that specifies the name changes requested from a court of competent jurisdiction.

[For text of subps 3 and 4, see MR.]

Statutory Authority: *MS s 14 06, 168A.24; 171.02, 171.06; 171 061, 171 07; 171 10*

History: *25 SR 616*