

MVD Procedural Quick Update

#117

RE: Gender Designation Change – Form and Process
Effective date: Immediate

Date: July 21, 2010
To: All MVD
From: Mac Lewis, MVD Policy and Procedures Manager

[This is the latest in a series of procedural updates. These updates deal with specific MVD procedures and practices. Managers and Supervisors should consistently distribute the updates to all personnel and integrate them into regular information and training sessions.]

A new Gender Designation Change Request form (MVD-10237) and procedure are now available for individuals who wish to change the gender designation on their New Mexico drivers' licenses or IDs.

The new Gender Designation Change Request form (MVD-10237) must be completed in full by the customer/Applicant and his or her licensed medical or social service provider. If the form is complete and properly sworn and certified by both Applicant and Provider, the MVD agent may complete the change of gender on the customer's record as requested.

There are no other requirements for change of gender designation.

Because the individual who changes gender designation will also typically change his or her name, the new form includes instructions for name change and space to enter both the Applicant's current/prior and new legal name. There is no change to the established procedure for name change (see the Driver Procedures Manual, Chapter 2B), requiring the Applicant to provide the original or certified copy of an appropriate name-change document, which will in most gender-change cases be a court order.

Field office managers and supervisors should refer any comments or questions regarding this Procedural Quick Update to their Bureau Chiefs, with cc to mac.lewis@state.nm.us. Others are encouraged to direct comments or questions directly to Mac Lewis.
