

MVD Procedural Quick Update

#140

RE: VETERAN Designation Now Available on permits, DLs and IDs
Effective date: Tuesday, November 13, 2012

Date: November 9, 2012
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.]

Effective Tuesday, November 13, those customers who present a current Veterans ID Card, DD214, or other military discharge document showing honorable discharge will be eligible to receive the new VETERAN designation on their new and renewal permits, drivers' licenses and IDs.

The new designation is made available to veterans in recognition of their service and at no additional cost. Normal fees apply for new, renewal and replacement cards.

The Veteran designation will not show on the temporary license. The designation will stay on the DL or ID until removed by choosing N on the drop down. The customer does not need to show the DD214 or Veterans Card to retain the designation for subsequent DL/ID renewals.



Steps to add the new designation

1. During the new, renewal or replacement DL or ID application process, when completing the license data entry screen, ask the customer if he or she is a veteran.
2. If yes, and if the customer wants to have the Veteran designation on his or her card, ask to see the customer's Veterans ID Card (a photo ID issued by the United States Department of Veterans Affairs), DD214 or other military discharge document showing honorable discharge.
3. Then choose Y on the drop down, and continue through the usual application process.

License Data Entry:

Class: D

Eight Year Expiration: [dropdown]

DWI: N

Voter Registration: [dropdown]

Residence: 9204 BENG PL NW City: ALBUQUERQUE Zip Code: 87114

**Mailing: 9204 BENG PL NW City: ALBUQUERQUE Zip Code: 87114

State: NM

*** LIST Driver Endorsements: [input] *** LIST Driver Restrictions: [input]

Veteran: N

Hearing Impaired: N Ten Year Hist Check: N

Organ Donor: N SSN Print: Y

Mail Address On License: [checkbox] Mailing Address Same as Residence: [checkbox]

Exit Reset Next

*** Note: Click the "HIDE" button list after showing the restrictions or endorsement codes (Click the "LIST" buttons), to show "NEXT" or "Exit" buttons to continue.

Field office managers and supervisors should refer any comments or questions regarding this Procedural Quick Update to the New Mexico Department of Veterans Services at (866) 433-8387. Others are encouraged to direct comments or questions directly to Mac Lewis, MVD Policy and Procedure Manager, at mac.lewis@state.nm.us.