



MICHIGAN SECRETARY OF STATE

MOBILE OFFICE

TRANSACTIONS, FEES & DOCUMENT REQUIREMENTS

State ID



<i>Transaction</i>	<i>Fees</i>	<i>Required documents</i>
Original	\$10.00	<ul style="list-style-type: none"> • Proof of legal presence (1) • Proof of Social Security number (1) • Proof of identity (1) • Proof of MI residency (2) • Name change document(s) may be required <i>See SOS-428 form for details</i>
Renewal	\$10.00	Current state ID
Replacement	\$10.00	Official proof of identity document
Correction	\$10.00	Name change document(s), change of address, or other official change document
Convert to REAL ID	\$10.00/no cost when renewing	<ul style="list-style-type: none"> • Proof of legal presence document • Current license or ID • Name change document(s) may be required

Driver's License



<i>Transaction</i>	<i>Fees</i>	<i>Required documents</i>
Renewal	\$18.00	Current driver's license
Replacement	\$9.00	Proof of identity document
Correction	\$9.00	Name change document(s), change of address, or other official change document
Covert to REAL ID	\$9.00/no cost when renewing	<ul style="list-style-type: none"> • Proof of legal presence document • Current license or ID • Name change document(s) may be required



Voter registration

- Register to vote
- Update voter registration (address)

Vehicle Transactions



<i>Transaction</i>	<i>Fees</i>	<i>Required documents</i>
First-time license plate and registration tab	Varies by vehicle	<ul style="list-style-type: none"> Original vehicle title with seller's signature Completed odometer reading Proof of Michigan No-Fault insurance Michigan driver's license or ID
Title transfer	\$15.00	<ul style="list-style-type: none"> Original vehicle title with seller's signature Completed odometer reading Michigan driver's license or ID
Renew license plate and vehicle tab	Varies by vehicle	<ul style="list-style-type: none"> License plate number Last four digits of VIN Proof of Michigan No-Fault insurance
Replacement license plate	\$5.00	Michigan vehicle registration
Replacement registration tab	\$5.00	Michigan vehicle registration
Replacement registration	\$0.00	Vehicle information number (VIN)
Transfer license plate	\$15.00	<ul style="list-style-type: none"> Michigan vehicle registration for current vehicle VIN for new vehicle
Correct vehicle title	\$15.00	<ul style="list-style-type: none"> Original vehicle title Michigan driver's license or ID
Replacement vehicle title	\$15.00	Michigan driver's license or ID
Adding or Removing a Lien	\$16.00	<ul style="list-style-type: none"> Original vehicle title Michigan driver's license or ID

Disability Parking



<i>Transaction</i>	<i>Fees</i>	<i>Required documents</i>
First-time temporary or permanent disability parking placard	No cost	Completed disability parking placard application with physician's or licensed medical professional's signature
Renew permanent parking placard	No cost	Michigan driver's license or state ID
Replace disability parking placard	\$10.00	<ul style="list-style-type: none"> Damaged disability placard OR Michigan driver's license or state ID card
First-time disability license plate	\$5.00	Name change document(s), change of address, or other official change document
Organizational disability placard	No cost	Completed disability parking placard application with physician's or licensed medical professional's signature

No-fee State ID



Some residents qualify for a state ID at no-cost under Michigan law based on the following criteria and documentation.

Quality for free ID	Required documents*
Age 65 or older	Current license or ID or all required documents if applying for a first-time ID
Legally blind	Completed SOS-D14V form with physician's signature
Homeless residents	<ul style="list-style-type: none"> Homeless Management Information System (HMIS) photo ID card HMIS profile sheet with Social Security number
Addition or removal of state organ donor registry sticker	Request to add/remove organ donor registry sticker
Veterans	Present one of the following: <ul style="list-style-type: none"> DD214 (or correction DD215), Certificate of Release or Discharge from Active Duty, any copy except Copy 1 Form NGB FM 22 or 23, Report of Separation and Record of Service, must indicate honorable or general discharge Forms WD AGO, such as WD AGO 53-55, Enlisted Record and Report of Separation Honorable Discharge GSA 6954, Certificate of Military Service NAVPERS 553, Extract of Notice of Separation from U.S. Naval Service VA Veteran Health Identification Card DD-2 (blue or pink version), United States Uniformed Services ID card issued to retired military and military reserve veterans
Not permitted to drive because license was suspended due to a documented physical or mental disability impacting ability to safely operate a vehicle	Official proof of identity document
Receiving state aid	Proof of receipt of benefits from one of the following programs: <ul style="list-style-type: none"> Michigan Department of Human Services Family Independence Program (FIP) Michigan Department of Human Services State Disability Assistance (SDA) Social Security Administration Social Security Disability Insurance Program (SSDI) Social Security Administration Supplemental Security Income Program (SSI)

* In addition to all other required documents, if applying for a first-time ID.

Late Fees



Transaction	Fees	Issued
Renewing driver's license	\$9.00	License is renewed after its expiration*
Renewing ID	\$9.00	License is renewed after its expiration*
Renewing vehicle registration	\$7.00	Registration is renewed after its expiration*
Title transfer	\$15.00	Title is transferred more than 15 days after the sale of the vehicle.

** If a credential or registration expires on a holiday or weekend, the resident must renew no later than the following business day or they will incur a late fee.*

Document Requirements & Exceptions

Please refer to *Applying for a license or ID Card?* (michigan.gov) to verify that your client has the required documents for their License or ID Card.

If your client would like to use an alternative document for any of the requirements, it must be reviewed and pre-approved by the Michigan Department of State. For assistance, please contact the Mobile Office Coordinator, Kelly Davis, at DavisK7@Michigan.gov with your client's full name, the transaction they need to complete, and the document they are requesting an exception for.

A list of additional transactions are available through the Mobile Office including enhanced license/ID transactions, recreational vehicles, trailers, and mobile home titles, is available upon request.



Converting to REAL ID

Beginning May 3, 2023, all Michigan residents will be required by law to present a REAL ID-compliant document to board a domestic flight in the United States, enter a military base, or visit some federal buildings. Residents who don't already have a [REAL ID-compliant document](#) or enhanced license or ID can convert their standard Michigan driver's license or state ID to REAL ID when renewing, replacing, or correcting their credential.

To apply for REAL ID, residents must present:

- Their current Michigan license or ID
- Proof of legal presence (1 document)
- Name change document (if legal name has changed during lifetime)

For more information, visit Michigan.gov/REALID.

Transferring a vehicle title and registering a vehicle

After purchasing a vehicle in a private sale, a buyer must provide:

- The original vehicle title with the complete and accurate odometer reading
 - If the seller is not present at the scheduled visit, they must sign the title and complete the seller's section beforehand.
 - Their Michigan driver's license or state ID
 - Proof of valid Michigan No-Fault insurance for the vehicle
 - Statement from the financial institution financing the vehicle, if there is a loan against it
 - Completed TR-11: [Application for a Michigan Vehicle Title](#) form
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Disability parking placard or license plate

Residents with disabilities who qualify for a permanent and temporary disability parking placard or license plate may apply by submitting an application with their licensed physician or medical professional's signature.

- [Application for a disability parking placard](#)
- [Application for a disability parking license plate](#)

Please note: Temporary parking placards cannot be renewed. Those who would like to apply for another temporary parking placard will need to submit a new application.

Permanent parking placards are issued for four years at a time and can be renewed online at Michigan.gov/ContactSOS, by mail, at a Secretary of State office, or at the Mobile Office.

