



NATIONAL AUTOMOBILE CLUB



373 Vintage Park Dr., STE E, FOSTER CITY, CA 94404 • TEL (650) 294-7000 • FAX (650) 294-7040 • idp@thenac.com

INTERNATIONAL DRIVING PERMIT (IDP) APPLICATION INSTRUCTIONS

International driving permits (IDP) are issued by National Automobile Club (NAC) for persons over 18 years of age with a valid U.S. driver's license. You do not have to be a NAC member nor a U.S. citizen to apply for one.

We do not issue IDPs for those that carry a foreign driver's license. Please contact the foreign agency that issued your foreign driver's license for more information on how to obtain an IDP.

To apply and ensure that your application is processed timely, please remit the following:

- Completed, signed application**
- Two (2) color passport-sized photographs** (please visit the website below for photo requirements) <http://travel.state.gov/content/passports/english/passports/photos/photos.html>
- Signed photocopy of the front and back of your U.S. driver's license**
- Payment (check, money order, or credit card)** - Checks made payable to: National Automobile Club

Please make sure your application and photocopy of your license is clear and legible.

Mail your completed IDP application package to:

**National Automobile Club
Attn: IDP
373 Vintage Park Drive, Suite E
Foster City, CA 94404**

Important Notes:

- 1 Your request will only be processed if all required documents are received and complete. Submitting an application package that is incomplete and/or has missing items will significantly delay the processing of your IDP.
- 2 Your U.S. driving license must be valid at least 6 months beyond the issuance date of your IDP.
- 3 Email or faxed applications cannot be accepted since two passport-sized photographs are required. We do not print nor take photos in-house.
- 4 Tracking information is only available by request at IDP@thenac.com. We are not responsible for items lost or delayed in the mail. Domestic & International Express shipping options include tracking and signature upon delivery. Domestic Priority shipping option only includes tracking, which is available by request.
- 5 This International Driving Permit is valid for one year from the date of issuance, and must be carried by you along with your valid U.S. driving license at all times. This permit is not valid while driving in the United States. We do not forward date international driving permits. Date of issuance is the date the permit is processed.
- 6 For up to date driving requirements, it is recommended that required permits are confirmed with the destination country.
- 7 For further information see Frequently Asked Questions (FAQ's) for IDPs on this website, or email us at The National Automobile Club: IDP@thenac.com

Shipping & Handling/Processing (S&H) Matrix:

Total shipping & handling times start upon receipt of the complete IDP application package by the NAC. Ship to & processing times are only guaranteed for Express requests.

S&H Method	Processing Time	+	Ship To Destination	=	Total S&H Time	Total Cost (including \$15 permit fee)
Domestic Priority	3-5 business days	+	2-4 business days	=	5-9 business days	\$25 USD
Domestic Express	1-3 business days	+	1-2 business days	=	2-5 business days	\$50 USD
International Express	1-3 business days	+	3-5 business days	=	4-8 business days	\$100 USD



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INTERNATIONAL DRIVING PERMIT APPLICATION

Please print names as shown in your U.S. driver's license.

First Name _____ Middle Name _____ Last Name _____

Street Address _____

City _____ State _____ Zip Code _____

U.S. Driver's License Number _____ Expiration Date _____ Issuing State _____

Birthplace City _____ State (if in U.S.) _____ Country of Birth _____

Date of Birth Month _____ Day _____ Year _____ E-mail _____

Foreign Travel Departure Date _____ Destination (Country) _____

Daytime Foreign Phone _____ Daytime U.S./Domestic Phone (_____) _____

Your International Driving Permit will be validated to match your U.S. driving license class. Please check appropriate space:

Passenger Vehicle with up to 8 seats Motorcycle & three-wheeled vehicles not exceeding 900 lbs*

Vehicles for transport of goods & over 7,700 lbs * Vehicles over 8 seats including driver*

* If you want this validation, you must have the same class or endorsement shown on your U.S. driver's license.

I certify the above to be true and correct. I certify that the passport photos and the photocopy of my U.S. driver's license submitted with this application are true and correct.

Signature: _____ Date: _____

Remittance:

Driving Permit fee (\$15.00 USD) **\$15.00**

Shipping and Handling (S&H) Fee (**choose one**):

Express shipping options (★) include tracking & signature upon delivery. USPS Priority option only includes tracking and is not guaranteed. Tracking information provided by request at IDP@thenac.com

U.S. Domestic USPS Priority Mail **(\$10.00)****

U.S. Domestic USPS Express **(\$35.00)★**

International DHL Express/Courier **(\$85.00)**★**

Shipping & Handling Fee \$ _____

(\$15 Driving Permit Fee + Selected S&H Fee) TOTAL \$ _____

** FPO and APO addresses must select shipping and handling via U.S. Domestic USPS Priority mail.

***Additional fees may apply dependent on destination. We will contact you if additional funds are required.

Method of Payment: Check or Money Order Credit Card

Card Number _____ Expiration Date: Month _____ Year _____

Credit Card Billing Zip Code _____ Credit Card CVV Security Code _____

Authorized Signature _____

MAILING LABEL (where you want your IDP mailed to)

NAME _____

STREET/APT. # _____

CITY _____

STATE/PROVINCE _____

ZIP/POSTAL CODE _____

COUNTRY _____