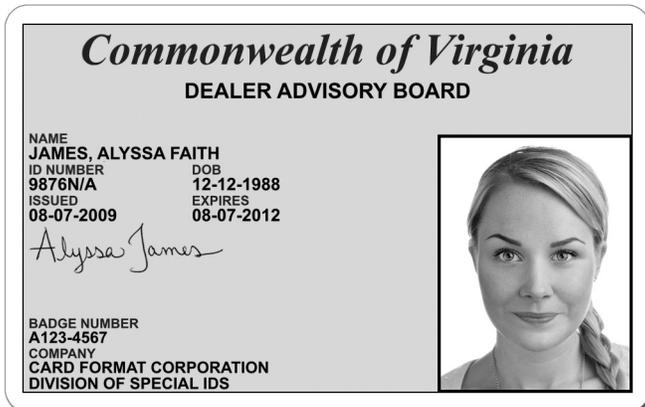




Special Identification Cards for State and Local Government Agencies and Organizations

Special identification cards are provided as a courtesy service by the Department of Motor Vehicles for employees in state and local governments. This includes employees of state agencies, local officers and their employees, defined as; treasurer, registrar, commissioner of the revenue, attorney for the Commonwealth, judges, clerks of circuit courts, magistrates, sheriffs, or constables of any county or city; police, fire department, volunteer rescue squads, and search and rescue teams; as well as persons appointed by the Governor to serve on boards, commissions or councils.

Before DMV can produce special identification cards, an agency must request participation in the special ID program. Once accepted into the program, each agency determines the manner in which it will control issuance of the cards for its employees. It is left to the agency's discretion to determine the representative authorized to sign and/or maintain the applications, maintain a listing of employees who have and will receive cards and to collect cards from employees upon expiration or if the employee leaves the agency.



There is a fee of \$10.00 for each Special ID card produced. Participating agencies or organizations will be billed automatically. Once ID cards have been produced by DMV, they are the property of the participating agency/organization and DMV assumes no responsibility for their maintenance, use, or validity.

Requests to participate in the special ID program may be made by the agency's commissioner, director, administrator, or human resources officer and must be submitted to:

**Department of Motor Vehicles
Driver License Preferred Services
Attn: Frank Eberly, Room 311
P.O. Box 27412
Richmond, VA 23269-0001
Telephone 804-367-9700
Fax 804-367-1112**