

DMV's Homebound Initiative A Special Condition Transaction

The Division of Motor Vehicles began offering services to customers that are homebound May 2011. The table below reflects the issuance volume to-date.

Also included in this document, beginning on page 3, is the instructional package that is used with this type of transaction.

2011/Volume Location			2012/Volume Location			2013/Volume Location		
May	1	Wilmington	March	2	Cary (2)	January	1	Garner
August	1	Durham	May	2	Charlotte & Winston Salem	February	1	Albemarle
October	1	Reidsville	June	1	Sylvia	May	3	Blowing Rock, New Bern & Lumberton
December	1	Carrboro	August	1	Wilson	August	3	Greensboro & Durham (2)
Total	4		September	1	Shallotte	September	2	Aberdeen & Southport
			October	1	Rocky Mount	Total	10	
			November	1	Durham			
			December	1	Carrboro			
			Total	10				

Eligibility Requirements and process:

To obtain services as a homebound customer, the request must be for an identification card. The following criteria must be met:

- Be medically rendered as homebound
- Have supporting medical documentation
- Present proof of age and identity
- Have a DMV image on file

A License & Theft Field Inspector will visit the home of the requestor. The Inspector will have a prepared package for each visit. A predefined application process for the request of the identification card will be completed during the home visit. The process includes verifying the customer's identity, residence and mailing address and obtaining the customer's signature on a service affidavit.

The cost for the identification card is \$10. A customer that is legally blind, 70 years of age or older or is medically cancelled may obtain the identification card at no cost. Based on the customer's age at the time of issuance, the identification card is issued to expire within five or eight years on the customer's date of birth.

The information collected by the License & Theft Inspector will be returned to DMV Headquarters for processing. The identification card will be issued using

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the customer's most recent image on file and will be mailed to the address provided by the customer on the service affidavit during the Inspector's home visit.

All documents associated with the issuance of this Special Conditions Transaction are reserved electronically.

Note: To obtain a driver license, the customer must be able to submit to the driver license issuance eligibility process.

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NGSDLS-002-Homebound/Instructions
Rev. 10-2013

Special Conditions Transaction



North Carolina Division of Motor Vehicles Special Conditions Service Affidavit Homebound (Processing and Handling Instructions)

Requirements and instructions:

1. The customer must have a DMV image on file
2. The request must be for an Identification Card
3. The customer must provide proof of age and identity
4. The customer must be "Homebound", rendered incapacitated by an illness
5. The customer must provide supporting medical documentation
6. The "Condition" must be witnessed:
 - a. A home visit from a License & Theft Field Inspector will take place
 - b. The Inspector will obtain the customer's residence and mailing address on the attached Service Affidavit
 - c. The Inspector will obtain the customer's signature on the attached Service Affidavit
 - d. The Inspector will collect the \$10 cost of the Identification Card in the form of a check or money order only
 - i. If the customer is 70 year of age or older or is medically cancelled, there is no cost for the ID Card
 - ii. Check or money order must be made payable to NCDMV
 - iii. The memo line should reference the customer's NC/ID number
7. The information collected by the License & Theft Inspector will be returned to DMV Headquarters for processing and filing
8. The Identification Card will be mailed to the address provided by the customer on the Service Affidavit
9. All documents associated with the issuance of the Special Conditions transaction will be reserved electronically

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NGSOL5-002-Homebound/Identity
Rev. 10-2013

Special Conditions Transaction



North Carolina Division of Motor Vehicles Special Conditions Service Affidavit Identity Documentation for the Homebound

Customers applying for a "Special Conditions" Identification Card must provide proof of their identity. If multiple documents are presented, the name must be the same on all documents. One of the documents presented must reflect the date of birth. Note: If a North Carolina Driver License or North Carolina Identification Card is presented, (valid/expired) no additional documentation is required.

Please indicate documentation that was presented by the customer.

- ☐ 1. A Driver License issued by North Carolina DMV. No additional documentation required
- ☐ 2. An Identification Card issued by North Carolina DMV. No additional documentation required)
- ☐ 3. A Driver License issued from another State, Puerto Rico, a U.S. Territory, or a Canadian Province
Issued by: _____
- ☐ 4. An Identification Card issued from another State, Puerto Rico, a U.S. Territory, or a Canadian Province
Issued by: _____
- ☐ 5. Certified birth certificate issued by a government agency in the U.S., Puerto Rico, a U.S. territory, or Canada
Issued from: _____
- ☐ 6. U.S. Report of Consular Birth Abroad
- ☐ 7. Proof of social security card document
- ☐ 8. Tax records that reflected the full name and full social security number
- ☐ 9. Motor Vehicle Driving Record
Issued by: _____
- ☐ 10. NC school transcript/registration signed by a school official, or diploma, or GED from an NC school, community college or NC university
- ☐ 11. Valid, unexpired U.S. military ID, DD-2, DD-214, or U.S. Military Dependents Card, U.S. Veteran Universal Access Card
- ☐ 12. Valid, unexpired passport from any nation
Issued by: _____
- ☐ 13. Certified marriage certificate from a Register of Deeds or government agency in the U.S., Puerto Rico, U.S. territories, or Canada
Issued by: _____
- ☐ 14. Limited Driving Privilege issued by a North Carolina court
- ☐ 15. Court documents from U.S. jurisdiction, Puerto Rico, U.S. territories or Canada

Inspector's Signature: _____ Date: _____ RACF: _____

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NGSDLS-002-Homebound/Application
Rev. 10-2013

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North Carolina Division of Motor Vehicles Special Conditions Service Affidavit Homebound

I, _____, do affirm the information and documentation provided to the North Carolina Division of Motor Vehicles this date ____/____/____ is a true representation of my age and identity. I affirm that the request for services from the North Carolina Division of Motor Vehicles is a service that I am afforded according to my request and according to the documentation presented for this request.

Residential Address:

Address: _____

City: _____ State: NC Zip Code: _____

Mailing Address:

Address: _____

City: _____ State: _____ Zip Code: _____

Customer's Signature:

Signature: _____

SUPPORTING MEDICAL DOCUMENTATION MUST BE ATTACHED

(To Be Completed By DMV)

Type of Service:

Original ID

☐

Renewal ID

☐

Duplicate ID

☐

Fee:

No Fee

☐

\$10.00

☐

Check/Money Order #

Transaction Details:

Completed By:

Date:

RACF:
