

# Over Peover Online How to....

Renew your driving licence online

# Why do I need to renew my licence?

- ❑ If you have the new photocard type of driving licence like the one on the right these need to be renewed every 10 years.
- ❑ If you are 70 or over your licence needs to be renewed every 3 years.
- ❑ If you have the old green paper licence you don't need to renew it until you reach 70 or change address. You can change it to a photocard licence for £20 if you want to. This may make hiring a car abroad easier.
- ❑ There is a fine of up to £1000 for driving with an out of date driving licence.
- ❑ Renewal online is £14, by post is £17 and is free for over 70's or if you just need to change name or address.
- ❑ To renew your licence online you will need a Government Gateway ID and password. You may already have one if you file a self-assessment tax return online.



# Getting a Government Gateway ID

- For a Government Gateway account you usually need:
  - name • date of birth • National Insurance number • email address
- You'll normally be asked to create a password, and you'll get a user ID. You need these to register for and log in to the services you want to use. If you don't have a user ID and password you can create one as part of the driving licence renewal process.
- The process will then confirm your identity and send you an activation code by post or email.
- Activation codes usually take 7 days to arrive if they're sent by post. You can use the service after you enter your activation code on the Government Gateway website using the instructions that come with the code.
- Activation codes expire 28 days after the date on the letter. If it expires you can request another activation code.

# Browse to Central Government website

- ❑ In your browser go to the official government website [www.gov.uk](http://www.gov.uk)
- ❑ If you Google “Driving licence renewal” you will get other companies that charge extra, sometimes a lot more. Always go to the official website.
- ❑ You should get the page shown
- ❑ Click on the “Driving and transport” link highlighted



The screenshot shows the GOV.UK homepage. At the top left is the GOV.UK logo. Below it is a large blue banner with the text "Welcome to GOV.UK" and "The best place to find government services and information. Simpler, clearer, faster". A search bar is located below the banner. On the right side, there is a section titled "Popular on GOV.UK" with several links: "Universal Jobmatch job search", "Renew vehicle tax", "Log in to student finance", "Book your theory test", and "Employment and Support Allowance".

## [Benefits](#)

Includes tax credits, eligibility and appeals

## [Births, deaths, marriages and care](#)

Parenting, civil partnerships, divorce and Lasting Power of Attorney

## [Business and self-employed](#)

Tools and guidance for businesses

## [Childcare and parenting](#)

Includes giving birth, fostering, adopting, benefits for children, childcare and schools

## [Citizenship and living in the UK](#)

Voting, community participation, life in the UK, international projects

## [Crime, justice and the law](#)

Legal processes, courts and the police

## [Disabled people](#)

Includes carers, your rights, benefits and the Equality Act

## [Driving and transport](#)

Includes vehicle tax, MOT and driving licences

## [Education and learning](#)

Includes student loans, admissions and apprenticeships

## [Employing people](#)

Includes pay, contracts and hiring

## [Environment and countryside](#)

Includes flooding, recycling and wildlife

## [Housing and local services](#)

Owning or renting and council services

## [Money and tax](#)

Includes debt and Self Assessment

## [Passports, travel and living abroad](#)

Includes renewing passports and travel advice by country

## [Visas and immigration](#)

Visas, asylum and sponsorship

## [Working, jobs and pensions](#)

Includes holidays and finding a job

# Driving licence link

- On the next webpage you will be presented with a list of driving and transport links.
- Scroll down the list to the “Driving licences” link. As you hover your mouse over it will turn to a grey background as shown. Click on it when it turns grey.

Driving and transport >

Education and learning >

Employing people >

Environment and countryside >

Housing and local services >

Money and tax >

carrying loads

**Driving and transport businesses**

Includes operating goods vehicles, employing drivers, driving licence checks and test stations >

**Driving licences**

Includes driving licences and records, changing your address, fees and tracking your application >

# Choices

- Scroll down the alphabetical list and select the relevant link

[Reapply for your driving licence if you've been disqualified](#)

[Renew your driving licence](#)

[Renew your driving licence if you're 70 or over](#)

[Replace a lost, stolen, damaged or destroyed driving licence](#)

# Start the application

- Both links take you to the relevant start page
- Click on the green “Start now” button

## Renew your driving licence

Renew your driving licence online with DVLA if you have a valid UK passport.

Apply using your Government Gateway ID. If you don't have one or need to re-register, you'll get an ID as part of your application.

[Start now >](#)

on driving licensing online

## Renew your driving licence if you're 70 or over

Renew your driving licence online with DVLA for free if you're 70 or over – or soon will be.

Apply using your Government Gateway ID. If you don't have one or need to re-register, you'll get an ID as part of your application.

[Start now >](#)

on driver licensing online

# Register or Log on

- On the next page if you don't have a Government Gateway user ID you need to click on "**Register**"
- If you do already have a user ID and password click on "**Log on**"
- If you have previously registered but forgotten your user ID and / or password then click on the "**Re-register**" link

## Register/Log on

▶ **Welsh version / Fersiwn Cymraeg**

### During your transaction:

- Please don't use the buttons on your browser (e.g. 'back', 'forward')
- Please have all your documents to hand as the service will require you to upload them
- Please ensure the details you enter are your own. You cannot register on behalf of another person.

### Existing User:

If you already have a Government Gateway User ID, or have forgotten your Government Gateway User ID or password.

▶ **Log on**

If you have forgotten your Government Gateway User ID and password.

▶ **Re-register**

### New User:

If you are a new customer, please select the 'Register' link below.

▶ **Register**

Cancel





# Log on

- On the next page enter your Government Gateway user ID and password
- If you have previously registered but forgotten your user ID and / or password then click on the “[Reset your Government Gateway User ID or password](#)” link

## Your driving licence application

Log On

[▶ Welsh version / Fersiwn Cymraeg](#)

### Please log on

Please enter your Government Gateway User ID and password then click 'Next'.

Once you have completed your application, you will be automatically logged out from the service.

*Please note: \* indicates that an answer is required.*

Government Gateway User ID \* [▶ Help?](#)

Password \* [▶ Help?](#)

### Forgotten your Government Gateway User ID or password?

If you have forgotten your Government Gateway User ID or password you will need to request the

[▶ Reset your Government Gateway User ID or password](#)

[◀ Previous](#)

Cancel [✕](#)

# Complete the process

- Follow each step in the process.
- If you need to update the photo this can be done by using the photo from your passport as long as it is a digital passport. You can tell if your passport is digital if the photo and signature are on the same page or if it carries the biometric passport symbol on the front cover.
- If you are replacing a paper licence with a photocard licence and don't have a current passport, DVLS will send you a form as part of the process so you can send them a passport style photo.
- If you are renewing an over 70's licence you do not need to update the photo.



Biometric passport symbol