

Apply for an International Driving Permit

Important notes:

1. An IDP issued in the UK isn't valid for use in the UK
2. To apply for an IDP you must be 18 years or over, and have a valid UK driving licence.
3. An IDP can't be issued to a provisional licence holder
4. If you've just passed your test, you can apply using your test pass certificate (valid for two years) and provisional driving licence.
5. You can't apply more than three months before you travel.
6. An IDP can't be backdated.
7. You could be fined (or worse) for relying on just an IDP – you must carry your UK licence too.
8. If you have a Northern Ireland Photocard licence you must also carry the counterpart section when travelling.
9. If taking up residence or employment, or travelling for a reason other than tourism, find out about your personal position before relying on an IDP.
10. Check the accuracy of the personal information on your driving licence. If you spot any errors or you have a change of name or address, notify the DVLA or nidirect straight away.
11. When hiring a car abroad, remember that licence requirements worldwide do vary. If you're making an advance reservation in the UK, ask the company concerned to confirm the driving licence requirements of the countries you're visiting. Without this info, consider an IDP as a precautionary measure, especially if travelling outside Europe.
12. We return all IDPs in your stamped addressed envelope unless the optional 'secure post' fee is paid. We can't accept responsibility for items delayed or lost in the post.
13. We can only discuss your application with you.
14. An International Driving Licence is not a legally recognised document and will not enable you to meet national requirements to carry an International Driving Permit (IDP).
15. We'll use best endeavours to process and issue your permit within 10 working days of receipt into our office.

APPLICATION FOR INTERNATIONAL DRIVING PERMIT

Send to:

**The Automobile Association,
International Motoring Services,
Fanum House, Basing View,
Basingstoke, Hampshire RG21 4EA**

APPLICATION FORM**TO BE COMPLETED IN BLOCK CAPITALS**

Please read all information relevant to your application and the [Important Notes](#) carefully. All incomplete applications will automatically be returned to you.

DETAILS OF REQUIREMENTS (PLEASE ✓)1949 IDP – Statutory Charge (£5.50)+ processing fee (£3.00) = £8.50 £ _____1926 IDP – Statutory Charge (£5.50)+ processing fee (£3.00) = £8.50 £ _____Priority fee (optional) £4.00 £ _____Search Fee (where required) £4.00 £ _____Plastic Holder (optional/each) £1.00 £ _____UK Secure post (optional) £7.00 £ _____Overseas Mail £7.00 £ _____Overseas courier (optional) £27.00 £ _____**Total Paid** £ _____

Cheques and Postal Orders should be made payable to "**Automobile Association**". Bank drafts and Payment cards (credit/charge/debit) are not accepted for these transactions.

IDP Checklist

You must send a clear and **full photocopy** (NOT THE ORIGINALS) of the following valid documents:

Your UK driving licence (if photocard licence, photocard front and back),

OR

your UK pass certificate (certificate of competence to drive, valid for two years from the date of your test) and your provisional driving licence,

A recent passport sized photograph (45-50mm high x 35-40mm wide) on photographic paper signed by you on the back and showing full face against a light background.

Photograph checklist:

- Recent.
- Printed on photo quality paper on a plain background.
- A close up of head and shoulders.
- No other people or objects visible in the photo.
- Full face with eyes open.
- Sharp focus and clear.
- No reflection from spectacles if worn.

A photocopy of the page(s) of your passport displaying photograph and identification details.

Enclose a **stamped addressed envelope** size:C5 (229X162mm) preferred but this must be at least 16cm x 12cm. Please don't send padded or A4 envelopes. Stamp not required if UK secure post fee/overseas mail or courier fee is paid.

Original signed application form (licence holder's signature only). We are unable to accept completed applications which are photocopied or emailed.

Appropriate fees (which are a minimum of £8.50 per permit).

Should both permits be required please include two photographs and two fees (£8.50 each permit) with your application. **No more than one permit of each type may be issued to an applicant.**

1. DETAILS ABOUT YOURSELF

Please allow at least 10 working days for processing your application form (see Important note 15)

Last name:

First name:

Second initial:

Title:

Date of birth:

Town and country of birth:

Address: (as shown on driving licence and to which the permit may be sent)

Postcode:

Contact tel. no. (including STD code):

email address:

Countries you are visiting (see [list of countries](#) for which a permit is required):Date of Travel: (see [Important Notes 5 and 6](#)):**2. DETAILS OF DRIVING LICENCE**

UK driving licence driver no:

3. DECLARATION

I declare that the information I have given on this form is correct, that I have read the important notes and supporting information, and that I am over 18 years of age. I confirm that the driving licence shown is current at the date of this application. I understand that it is my duty to comply with the relevant laws of the countries in which I wish to drive a motor vehicle. I confirm that I have passed a UK or equivalent driving test, have not been ordered by a court of law to retake a UK driving test and have not been banned from holding a licence on medical grounds. If I have been unable to provide a legible copy of my valid UK driving licence; I authorise and consent for the purposes of the Data Protection Act 1998, for the Driver and Vehicle Licensing Agency (DVLA) to supply information to the Automobile Association that may be held on its computerised database which relates to myself and driving entitlement past and present including any valid endorsements / disqualifications. This authority will expire within three months of the signed declaration.

Signature:

Date: