



Amigos de la Gente de Edad

## Renewing a Spanish Driving Licence

Prior to your driving licence expiring, you will receive from the Ministerio de Interior a notification entitled '**AVISO DE CADUCIDAD DEL PERMISO O LICENCIA DE CONDUCCION**'. This, of course, is providing that the address which appears on your driving licence is up-to-date.

The notification advises you that you can renew your licence by post . In order to do this, you must carry out the following procedures:

### 1. Payment

Make a Post Office Giro payment to the local or provincial '**Jefatura Provincial de Tráfico**' corresponding to your area, ensuring that on the slip marked '**Talón para el destinatario**' you write your name and NIE number and also state '**prorroga de la vigencia de la autorizacion para conducir**'. This will allow Trafico to identify who is paying and the reason you are paying. Otherwise the payment will be lost within the system.

The amount to pay is written under the heading '**TASA**', which is currently 17.60 euros.

If you are over 70 years of age, there is nothing to pay. However if you are under 70 years, but for some reason (perhaps physical) you are not allowed to take out a full extension on your licence, the following discounts apply.

Extension for four years	20 percent
Extension for three years	40 percent
Extension for two years	60 percent
One year or less	80 percent

(These discounts could change, but you will see them listed on the front page of the notification.)

## 2. Documents Required

Fill in the attached form in capital letters, using a black biro, and send it to your local 'Jefatura Provincial de Trafico' with the following:

1. A medical certificate which has been obtained from one of the local authorised centres (Centro de Reconocimiento de Conductores).  
NOTE: A passport-size photo will have to be attached to this form.
2. Photocopy of your up-to-date NIE.
3. Photocopy of your Giro payment.

It is important not to fold the form, because this will make it invalid for computer processing.

## 3. The Application Form

You should stick (not staple) an up-to-date passport photograph of yourself on the front of the form in the area designated and sign in the box marked '**FIRMA**'.

You should write in the area marked '**Numero y fecha del giro postal**' the number and date of the Post Office Giro.

On the bottom of the form there is an area which you should fill in only if you have changed your address.\*

In '**Domicilio**' you should write your street name

In '**No.**' the street number

In '**Piso**' the floor number if you live in a block of apartments

In '**Localidad**' your area/village

In '**Municipio**' your municipality

In '**Provincia**' your province

In '**Codigo Postal**' your post code

In '**Teléfono**' your telephone number

\* Note, in this case you will need to send a certificate from the Town Hall confirming your current address.

## 4. Temporary Licence

The top part of the form should be retained and used as a temporary licence. This will be valid for 90 days providing it is accompanied by official I.D. (in this case, your NIE card) plus the original receipt for the Giro payment.

Before the end of the 90 days, you should receive your renewed driving licence by post.

## 5. Postage

As a precaution, it is advisable to send all these documents by recorded delivery (**Certificado con acuse de recibo**).

**NB.** If you prefer to go personally to your local 'JEFATURA DE TRAFICO' to present the application for your licence renewal, you can do so by taking all the above documents with you, minus a copy of the Giro (payment has to be made directly in 'Tráfico').

The notification you received by post will be accepted as the application form. However, if you did not receive a notification (maybe because you have changed your address), then you will be required to fill in a form to accompany the documents.

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