

TEXAS RESIDENCY AFFIDAVIT (DL-5): PREPARATION PACK

This pack does NOT replace Form DL-5. Download the current DL-5 from the Texas Department of Public Safety (dps.texas.gov, Internet Forms). Use this checklist to gather what the DL-5 instructions ask for, and Part 3 if an organization certifies your address.

PART 1. WHO COMPLETES SECTION B OF THE DL-5?

☐ A relative who lives at my address ☐ A non-relative who lives at my address ☐ A representative of an organization that serves me at this address

PART 2. CHECKLIST

Everyone:

☐ Section A completed, signed and dated by me (the applicant). The form must be complete, legible and signed by the applicant and the individual or representative.

☐ Section B completed and signed by the individual or representative.

☐ All other documents my driver license or ID application needs (the DL-5 covers residency only).

If a RELATIVE signs Section B:

☐ Copies of two acceptable residency documents showing the relative's name and our Texas address.

☐ Document(s) showing our family relationship, for example: marriage license, birth certificate, adoption records, military dependent identification card.

If a NON-RELATIVE signs Section B:

☐ Copies of two acceptable residency documents showing our shared Texas address (bring documents in their name; ask your DPS office if in doubt).

☐ They come with me to the DPS office and bring identification acceptable for DL/ID issuance (37 TAC 15.24).

If an ORGANIZATION's representative certifies my address (governmental entity, not-for-profit organization, assisted care facility/home, adult assisted living facility/home, homeless shelter, transitional service provider, or group/half way house):

☐ A notarized DL-5, or a notarized letter (Part 3 below) certifying the address where I reside or receive services and verifying the organization receives mail for me. Two residency documents are not needed, and the representative does not need to come with me.

Residency documents (relative or non-relative route): printed copies (printed electronic statements are acceptable), with the name and the Texas residential address, showing at least 30 days of Texas residence. Bills, bank statements, government mail and pay stubs: dated within 180 days. Statements for the same service for different months are not acceptable. Mail with a forwarding label or address label affixed is not acceptable (37 TAC 15.49(g)). Check the current DPS list before your appointment.

Document 1: _____ Dated: _____

Document 2: _____ Dated: _____

PART 3. ORGANIZATION LETTER CERTIFYING RESIDENCE (sign before a notary)

Organization name: _____

Type of organization: _____

Organization address: _____

Date: _____

To the Texas Department of Public Safety, Driver License Division:

I, _____ (name), am

_____ (title) of the organization named above. I certify that

_____ (applicant's full name), date of birth

_____, resides or receives services at the following address:

_____.
I further verify that the organization receives mail for the applicant at this address. The applicant has resided or received services at this address since _____ (date).

I understand that according to Texas law, it is a crime to knowingly make any false statement relating to an application for a driver license or identification card.

Signature: _____ Printed name: _____

Telephone: _____ E-mail: _____

NOTARY ACKNOWLEDGMENT

State of Texas County of _____

This instrument was acknowledged before me on _____ (date) by
_____ (name of representative), as _____ (title)
of _____ (organization).

(Signature of notary public) (Seal)

Printed name: _____ My commission expires: _____

Sources: Texas Department of Public Safety Form DL-5 (Rev. 06/2023) and its instructions, and the DPS page "Texas Residency Requirement for Driver Licenses and ID Cards" (dps.texas.gov), read October 13, 2026. The DPS determines if submitted documents are acceptable and may require additional evidence. This template is general information, not legal advice. LegalTemplateVault.com is not a law firm. Laws and official forms change: check the current version before you sign.