

## Online Services Guide for Motorcycle Permit & Endorsement Issuance

Washington residents must meet the following criteria to be eligible to use our online services to add a motorcycle permit or endorsement to their driver license:

- Required tests taken within the last 180 days through one of our partnered motorcycle training schools.
  - Active military personnel who have a WA driver license and are taking training off-base will follow a different procedure. They will need to contact their safety office on-base.
- Must have a current valid Washington driver license.
- Must be over 18 years of age.
  - Washington residents under 18 must have a parent signature to apply for a motorcycle permit or endorsement. They will need to visit a Licensing Office to add a motorcycle permit or endorsement to their driver license.

Please note that customers may use License eXpress to complete their transaction, however they are not required to have a License eXpress account to add a motorcycle permit or endorsement to their driver license. We are providing you with instructions for both scenarios.

### How to add a motorcycle permit/endorsement in License eXpress:

- Log in to License eXpress at the following link: <https://www.dol.wa.gov/onlinesvcs.html>
- Select “Renew your license” if you are eligible for renewal (within 1 year of expiration). If you are not eligible for online renewal, select “Replace your license”.
- Verify your information on the Identity information and Physical appearance screens.
- On the New Card portion of the screen, you should see the following Endorsement and Restriction codes:
  - A motorcycle permit will be shown as an O for Motorcycle Permit and J for Two-Wheel only, Three-Wheel only, or Two- and Three-Wheel.
  - A motorcycle endorsement will be shown as an L for Motorcycle Endorsement and J for Two-Wheel only, Three-Wheel only, or Two- and Three-Wheel.
- Continue through the remaining screens until you arrive at the Summary screen. At this time, we recommend verifying that your Motorcycle permit or endorsement is listed in the Endorsement and Restrictions section of your Summary.
- Submit your payment information and complete your transaction.
- Print a temporary paper copy of your driver license to carry with you until you receive your new hard-copy driver license with the motorcycle permit or endorsement added. You will receive your new credential within 2 to 4 weeks.

## How to add a motorcycle permit/endorsement without using License eXpress:

- Visit the Department of Licensing website at this link: <https://www.dol.wa.gov/onlinesvcs.html>
- Select “Renew your license” if you are eligible for a renewal (within 1 year of expiration). If you are not eligible for renewal, select “Replace your license”.
- Enter and verify your information on the following screens:
  - Who are you?
  - Physical appearance
- On the New Card portion of the screen, you should see the following Endorsement and Restriction codes:
  - A motorcycle permit will be shown as an O for Motorcycle Permit and J for Two-Wheel only, Three-Wheel only, or Two- and Three-Wheel.
  - A motorcycle endorsement will be shown as an L for Motorcycle Endorsement and J for Two-Wheel only, Three-Wheel only, or Two- and Three-Wheel.
- Continue through the remaining screens until you arrive at the Summary screen. At this time, we recommend verifying that your Motorcycle permit or endorsement is listed in the Endorsement and Restrictions section of your Summary.
- Submit your payment information and complete your transaction.
- Print a temporary paper copy of your driver license to carry with you until you receive your new hard-copy driver license with the motorcycle permit or endorsement added. You will receive your new credential within 2 to 4 weeks.