

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
TRANSPORT DEPARTMENT: (OPERATIONS BRANCH)
5/9, UNDER HILL ROAD, DELHI-110054

No. F.DL-12-MLO/VV/SWI/II/2016/Tpt/288/ 075391745 | 37941

Dated 05 04/2021

GUIDELINES FOR CHANGE/ CORRECTION OF NAME IN DRIVING LICENSE

The matter regarding change in name of holders of driving license has been examined by this Department and the following guidelines are hereby prescribed to consider such changes :

I) Change of name due to Marriage/ Divorce/ re-marriage

- a. The applicant will furnish the following documents for considering change of name:
- i. An affidavit attested by the First Class Judicial Magistrate or a Notary Public.
 - ii. Marriage/ Te-marriage certificate/ divorce decree/ death certificate as the case may be.
 - iii. Copy of newspaper advertisement declaring change of name (one National Newspaper/Delhi edition)

II) Correction in spelling of name:

- b. Only bonafide mistake at the time of filling application or clerical error by office in name will be considered for correction, following documents shall be submitted:-
- i. A Self attested declaration of correct name.
 - ii. Certificate of 10th/12th class from CBSE/State Board, if passed 10th/12th Class.
 - iii. Copy of school record, if not passed 10th class.
 - iv. Copy of any one of following proof:
 1. Passport
 2. Aadhar
 3. Voter ID

This issues with the prior approval of competent authority.



(JYOTI SETHI)
DY. COMMISSIONER (Ops.-I)

**All MLOs/Licensing Authorities
Transport Department, GNCTD**

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Copy for information to:-

1. OSD to Hon'ble Minister, Transport, Govt. of NCT of Delhi.
2. PS to Pr. Secy-cum-Commissioner, Transport, GNCTD.
3. PA/PS to Spl. Commissioners, Transport Department, GNCTD.
4. All Dy. Commissioners, Transport Department, GNCTD.
5. System Analyst, Transport Department, GNCTD for uploading the same on website.
6. Guard File.



(JYOTI SETHI)
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