

Canmore Registry & License

Relocating to Alberta from Another Province/Territory

Within 90 days of becoming an Alberta resident, you are required to change your driver's license, vehicle registration & insurance over from your home province. To begin this process you will be required to produce **Canadian Drivers License, Proof of Legal Presence & 1 piece proving residency.**

Examples of acceptable identification/legal presence documents & proof of residency are as follows:

IDENTIFICATION*

**Drivers license with photo
PLUS one of the following**

**Valid Canadian Passport
Canadian Indian Status Card
Permanent Resident Card
Nexus Card**

**Original Birth Certificate
Record of Landing
Canadian Citizenship Card
Work Permit (must have at least 3mths remaining)**

If you have *lost* your drivers license you will need to produce a confirmation letter or a driver's abstract from the province/territory in which you have relocated from, plus two pieces of Identification **(1 With Photo)**.

***Neither temporary documents nor photocopies of documents will be accepted, all documents must be originals.**

PROOF OF RESIDENCE*

One of the Following:

**Town of Canmore Tax or Water Bill
Residential lease or mortgage documents
Letter from employer on company letterhead**

**Utility, telephone, gas or cable bill
Current bank &/or credit card statement
Income tax return
Pay Stub**

***All proof of residency must be dated within the preceding 3 months.**

You will be required to surrender your out of province driver's licence to Alberta Registries. The cost for an Alberta Drivers License is **\$100.00**, and it is valid for 5 years. If you are obtaining a class 1, 2 or 4 you will also need to bring in a **Current Medical** done by an Alberta doctor.

Registration

- 1) Bring proof of ownership (including VIN) for the vehicle to get a **Request for Vehicle Inspection**. Cost for this form is **\$9.00**.
- 2) Bring your vehicle to an Alberta Transportation Certified Mechanic for an **Out of Province Safety Inspection**.
- 3) Obtain **Alberta Insurance**.
- 4) Bring your drivers license, proof of ownership for the vehicle, proof of current Alberta insurance & the original certificate from the mechanic (this certificate is only valid for **14 days from date of inspection**). Registration costs will vary based on your expiry month, cost is **\$93.00** for 1 year.

