

DRIVER'S LICENSE RENEWAL:

BY APPOINTMENT ONLY

Both the Administration Office and the West Service Center are **taking appointments for Driver's License or ID Card Renewals**, expired or are expiring soon, need a name and/or address change. Upgrading to the REAL ID or Enhanced License is available at the time of renewal. The REAL ID deadline has been extended to October 1, 2021.

Step 1: Complete the Pre-Application at drive.mn.gov

Step 2: Schedule Your Appointment at co.stearns.mn.us - Appointments are available 14 days in advance

For assistance scheduling your online appointment please call 320-656-6540

You need to have required documents along with your completed application with you on the day of your appointment.

Stearns County check-in requirements:

- Appointments are required to enter the building for County services.
- Check in at the Security Desk located in the entry way of the building
- A mask is required in compliance with the Governor's order

Locations:

Administration Building
705 Courthouse Square, St Cloud MN 56303
or
West Service Center
3301 CO RD 138, Waite Park MN 56387

New to State Driver's License schedule at drive.mn.gov or call (651)284-1000

PASSPORTS:

BY APPOINTMENT ONLY

Both the Administration Office and the West Service Center are **taking appointments for Passports**.

Step 1: Complete the Application at travel.state.gov

Step 2: Schedule Your Appointment at co.stearns.mn.us- Appointments are available 30 days in advance

For assistance scheduling your online appointment please call 320-656-3870

You need to have required documents along with your completed application with you on the day of your appointment.

Stearns County check-in requirements:

- Appointments are required to enter the building for County services
- Wait in your car or outside the building until you receive a text on your phone to enter
- A mask is required in compliance with the Governor's order

Locations:

Administration Building
705 Courthouse Square, St Cloud MN 56303
or
West Service Center
3301 CO RD 138, Waite Park MN 56387

PROPERTY TAX PAYMENTS:

Online: co.stearns.mn.us

Drop Box: Administration Building
705 Courthouse Square, St Cloud MN 56303
or
West Service Center
3301 CO RD 138, Waite Park MN 56387

Mail: Stearns County Treasurers Office, 705 Courthouse Sq., St. Cloud, MN 56303

Drive Thru: West Service Center, 7 AM- 3 PM, expect 2-3 hour wait



LICENSE CENTER AND TREASURER'S OFFICE SERVICES

*Stearns County Auditor-
Treasurer's Office
Randy Schreifels, County
Auditor- Treasurer*

TAB RENEWAL:

Motor Vehicle and DNR Transactions can be completed several ways. Auto renewals require insurance provider, policy number and expiration date. We will identify you from your record. The record will need to be in your name. Tabs will be mailed to you directly in 1 business day.

Phone: 320-656-6540

Online: Use our Virtual License Center at co.stearns.mn.us

Drop Box: Administration Building
705 Courthouse Square, St Cloud MN 56303
or
West Service Center

3301 CO RD 138, Waite Park MN 56387

Mail: Stearns County License Center, 705 Courthouse Sq., St. Cloud, MN 56303

Drive Thru: West Service Center, 7 AM- 3 PM, expect 2-3 hour wait

BIRTH CERTIFICATE:

Cost: \$26 Certified MN Birth Certificates (Used for Legal Purposes)

\$13 Non-Certified Birth Certificates (Used for genealogy)

Requests require a notarized application. Birth certificate is mailed once this is received. Application can be found at co.stearns.mn.us or call 320-656-6540 and we will mail you one.

Online: Use our Virtual License Center at co.stearns.mn.us

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Mail: Stearns County License Center, 705 Courthouse Sq., St. Cloud, MN 56303

Drive Thru: West Service Center, 7 AM- 3 PM, expect 2-3 hour wait

TITLE TRANSFER:

Cost: Fees vary- Title needs to be seen first before fee is determined.

Drop Box: Administration Building
705 Courthouse Square, St Cloud MN 56303
or

West Service Center

3301 CO RD 138, Waite Park MN 56387

Mail: Stearns County License Center, 705 Courthouse Sq., St. Cloud, MN 56303

Drive Thru: West Service Center, 7 AM- 3 PM, expect 2-3 hour wait

If you can scan the title to us at lc@co.stearns.mn.us we can help you prepare the fees.

You will need

1. Title signed by seller and buyer. The sale date, purchase price, signatures, and odometer statement cannot have any errors. A correction form will be required if errors are done with these items.
2. A lien release is needed if there is a loan listed on the title.
3. Proof of insurance (policy provider, number and expiration date).
4. Copy of your driver's license.
5. For out of state or never registered car; complete a PS2000 found at dvs.dps.mn.gov

If you leave a phone number, we will call you for payment to finalize your transfer and mail the paperwork/plates (if needed).

DUPLICATE TITLE:

Cost: \$20.50- Printed same day. Duplicate title application found at dvs.dps.mn.gov

Online: Use our Virtual License Center at co.stearns.mn.us

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MARRIAGE LICENSE (Getting Married):

Cost: \$115 or \$40 if the Premarital Education was completed

Online Application: Use our Virtual License Center at co.stearns.mn.us

Upload or email to lc@co.stearns.mn.us

1. Signed application
2. Pre-marital educator statement(if applicable) Must meet legal requirements
3. Copies of your driver's license/ ID/ or passport
4. Phone number to recite the marriage oath

Once the oath is confirmed, we will mail the license to you.

MARRIAGE CERTIFICATE (Already Married):

Cost: \$9

Certificate must have been filed in Stearns County (You can find out where you filed at moms.mn.gov)

Application can be found at co.stearns.mn.us or call 320-656-6540 and we will mail you one.

Online: Use our Virtual License Center at co.stearns.mn.us

Phone: 320-656-654

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West Service Center

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