

## **Driver's License Translation Service Guide**

Thank you for your inquiry about our Driver's License translation service. In order for us to serve you most effectively, please note the following.

Michigan Secretary of State regulations require verification of the information on the Japanese Driver's License. Translation of the license accomplishes this, and we can provide this service. We must see the original Driver's License in person, but it is not necessary for the license holder himself/herself to come to our office. Please let us know how we can help you.

### **Request by e-mail or fax:**

Once you send us copies of both sides of the Driver's License by e-mail (preferred) or fax, we will send you a Confirmation Sheet. Please fill out the Confirmation Sheet and return it to us. We will contact you by phone or e-mail when the translation is complete.

### **Request in person at our office:**

If you request a Driver's License translation in person at our office, we will make a copy of it and have you fill out a Confirmation Sheet with your name and contact information, etc. Once the translation is complete, we can send it to you by postal mail, if we have already seen the actual Driver's License in person.

For either type of request noted above, we usually complete the translation within two to three business days of receiving the Confirmation Sheet, though in rare cases it may take longer. The translation, with notarized declaration, costs \$62 per license if paid by the time of delivery. It costs \$65 if you pay within 30 days of the invoice date. You may pay by cash, check, or credit card (Visa, MasterCard, or American Express).

Completed translations may be picked up on weekdays from 9:30 a.m. to 4:00 p.m., though in rare cases this may vary. If you need to pick up your translation outside of these hours, please consult with us in advance. Our parking lot can be found by continuing back past the green "SUZUKI-MYERS LN." sign next to our driveway.

If you have any questions, please contact us at [office@suzukimyrs.com](mailto:office@suzukimyrs.com) or 248-344-0909.