



GEILENKIRCHEN LEGAL OFFICE



INTERNATIONAL DRIVER'S LICENSE

Your USAREUR Driver's License is only good within Germany. If you intend to drive in other European countries, you should have a valid International Driver's License and either your valid USAREUR license or a valid Stateside driver's license with you.

International Driver's Licenses are available from the *Bürger Service Center* located adjacent to the Strassenverkehrsamt and the Kreisverwaltung in Heinsberg

To get an International Driver's License (*Internationaler Führerschein*), you will need:

1. A valid USAREUR driver's license AND Stateside driver's license
2. NATO I.D. Card and your passport, if you have one
3. A passport size (35 x 45 mm) photo of yourself (photo booth on location)
4. 12.80 €

The Bürger Service Center hours of operation are:

Monday & Thursday	0700-1800
Tuesday & Wednesday	0700-1700
Friday	0700-1500
Saturday	0900-1200

Check <http://www.kreis-heinsberg.de> for updates on hours of operation.

Telephone Number for the Bürger Service Center: 02452- 131050

To get to the Bürger Service Center (Kreisverwaltung):

Take the B 221 from Geilenkirchen to Heinsberg. Follow the priority road all the way into Heinsberg until it loops around to a stoplight. Go through the stoplight. Follow the signs to the Kreisverwaltung by taking the second left on Siemens Straße. You will see the Kreisverwaltung (a multi-story brick building) on your right; turn right just beforehand. This street is Valkenburger Straße. You can find parking on either side of Valkenburger Straße.

Once at the Kreisverwaltung:

As you face the Kreisverwaltung you will see the main entrance that is sunken in the front with brick steps. To the left of the sunken brick area is a big two story glassed in area. *The Bürger Service Center* is on the main floor of this glassed in area on the left (green section). Take the steps up on the left to the double glass doors and enter through the double doors. As you enter through the doors, there are 2 rows of desks located to your left. Tell someone at one of the 2 desks located across from you that you would like an *Internationaler Führerschein*. Provide them your passport-sized photo, your NATO I.D. and your USAREUR license. You will be asked to fill out a form. Once you complete this form you will receive an orange payment card, which you take to the "Kasse." The Kasse is located across from the desk where you are sitting – other side of the Information counter. Give the orange payment card and 12,80 € to the Cashier. You will be given the orange card back with your receipt. Take both items back to the desk you were at and you will be given the completed International Driver's License. Once you have signed for the license, you're done.

Fahr vorsichtig! --- drive safely!