

## OCCUPATIONAL DRIVER'S LICENSE

**The court cannot assist you with legal questions. If you need legal assistance, you may contact an attorney.**

### **SHOULD I FILE MY PETITION AT THE JP COURT?**

The JP Court has the authority to issue an occupational driver's license for many causes of suspension. The JP Court has no authority to grant a request for occupational driver's license for persons who have had their license suspended due to:

- physical or mental disability, or
- conviction of Driving While Intoxicated

If your license was suspended for one of the above circumstances, you may file your petition at the JP Court, but the request will be denied.

### **WHAT DO I NEED TO FILE WITH THE COURT?**

- *Petition for Occupational Driver's License & Court Order* (If you do not have your own version of these forms, you may use the forms the court provides.)
- Attachments required to accompany your petition include: certified copy of your driver's license record (must be the AR version; date of record must not be older than 45 days from petition file date); proof of current SR22 from your insurance company; a letter from your employer or immediate supervisor on your employer's letterhead (or an affidavit) that verifies your work schedule (if you are asking the court to allow you to drive to or from work); proof of enrollment and a copy of your school schedule (if you are asking the court to allow you to drive to or from school); a copy of the Court Order that suspended your license (if applicable).

**FAILURE TO INCLUDE ALL OF THE NECESSARY ATTACHMENTS MAY RESULT IN DENIAL OF YOUR REQUEST FOR AN OCCUPATIONAL DRIVER'S LICENSE.**

- Filing fee in the amount of \$54.00 (no personal checks)

### **WHEN WILL MY COURT DATE BE?**

The court understands your request for an occupational driver's license is a time sensitive matter. Once you have filed your petition, your court date will be docketed as soon as possible depending on the court's schedule. Typically, court dates are within two weeks of the date the petition is filed.

### **DO I HAVE TO HAVE MY COURT ORDER WITH ME EVERY TIME I DRIVE?**

**Yes.** You must have your *Order Granting Occupational Driver's License* with you every time you drive, even after you get the Occupational Driver's License from DPS. The Court Order will act as your Occupational Driver's License during the first 45 days after the Order is issued (signed by the Judge). During the 45 days after you get the Court Order (but as soon as possible), you must complete the necessary steps and pay the \$10.00 fee to DPS in order to get your actual Occupational Driver's License (the hard, plastic license that fits in a wallet). Once you have your Occupational Driver's License from DPS, you will need to have both the license and the *Order Granting Occupational Driver's License* with you at all times when you are driving. If you fail to do so, you may be charged with a Class B misdemeanor and if convicted, your Occupational Driver's License will be revoked.

The *Order Granting Occupational Driver's License* is good until the end of your suspension (unless the Court Order lists a different date), but the actual Occupational Driver's License from DPS is only good for one year, after which time you will have to pay another \$10.00 fee to DPS for a renewal (there is no need to get another Court Order if you're only needing to renew your Occupational Driver's License). However, if the *Order Granting Occupational Driver's License* is expired, then you will have to re-petition the court.

### **CAN MY OCCUPATIONAL DRIVER'S LICENSE BE REVOKED?**

**Yes.** The Judge may revoke the *Order Granting Occupational Driver's License* at any time, for good cause. Your Occupational Driver's license will be revoked if you are convicted a Class B Misdemeanor of Violation of *Order Granting Occupational Driver's License*.