

**JUDGE MARK RUSSO
JUSTICE OF THE PEACE PCT. 3
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ROCKWALL, TX 75087
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Filing for an Occupational Driver License in Justice Court Precinct 3

What is an occupational license?

An occupational license is a special restricted license issued to persons whose license has been suspended or revoked for certain offenses. [Texas Transportation Code Section 521.242](#); [37 Texas Administration Code 15.7](#).

Is the court order the occupational license?

No. This is the order granting the occupational license. The court order and all other required items must be submitted by you to the Texas Department of Public Safety (DPS) so an occupational license can be issued. Note: **The Justice Court does not forward any documents to DPS. Contact DPS at: (512)424-2600 or visit their website:**

<https://www.txdps.state.tx.us/DriverLicense/OccupationalLicense.htm>

The court order may be used temporarily as a license for 30 days from the date of the judge's signature while DPS processes the occupational license.

Can I get a refund if the license is not granted? No. The filing fee is \$61.00 and is non-refundable.

To file for an Occupational Driver License you must:

Familiarize yourself with the requirements as set out in the Transportation Code Section 521.241 to 521.253.

<http://www.statutes.legis.state.tx.us/Search.aspx>

1. File a Petition with the Rockwall County Justice Court. You must sign the Petition before a Notary Public prior to filing with the court.
2. Obtain and file an SR-22 Certificate of Insurance. An Insurance Agent may assist you in obtaining the SR-22.
3. Obtain and file a Certified Abstract of your Driving Record ([AR](#)). This can be requested from the following DPS website: <http://www.txdps.state.tx.us/DriverLicense/>
4. Obtain and file a letter from your employer or a school certificate, if applicable.
5. Print, fill out and file Order Granting Occupational License found below.
6. Submit a copy of the suspension letter you received from DPS to the court.
7. After filing your Petition and all other required documentation, the Rockwall County Attorney's office will review your petition. The Court Coordinator will notify you if you will be required to present your Order to the Judge. Otherwise, you will be notified when you may return to the court to pay for and receive certified copies of the Petition and Order for filing with DPS and for your records. The cost for the certified copies will be \$9.00 for two sets.

Notice:

This procedure can be very complicated. It may be beneficial to employ an attorney to assist you. **The Judge and respective staff are prohibited by law to assist you in the preparing of the application or procedural steps taken after the Judge signs the Order.**

CAUSE NO. _____

Petitioner: _____

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In the Justice Court

Texas Driver's License No. _____

Precinct 3

Rockwall County, Texas

Occupational Driver License Order

The Court fills out this box: Appearances and Finding

Today, the Petitioner named below appeared in person; The Court heard the Petitioner's case and makes these findings:

- The Petitioner does NOT have an essential need to drive, and the Court denies the Petitioner's Petition for Occupational Driver's License
- The Petitioner has an essential need to drive and the Court makes the orders checked below:

Petitioner Fills Out This Section ONLY

Petitioner's Personal Information:

Name: First _____ Middle _____ Last _____
 Home address: _____ City _____ Texas, Zip _____
 County _____

Phone number: (____) _____
 Date of birth: Month _____ Day _____ Year _____; Driver's License No.: _____
 License issued by: _____ (State)
 Name/address of Petitioner's employer: _____

Job Title: _____

Suspension of Driver's License: Petitioner's Driver's License was suspended because (all that apply):

- The Petitioner did not give a breath/blood sample as requested, or the sample contained an alcohol concentration greater than 0.08, when arrested for _____ on Month _____ Day _____ Year 20 _____
- This Court convicted the Petitioner of a Traffic Violation for _____ on Month _____ Day _____ Year 20 _____
- A Texas Court ruled the Petitioner was a habitual violator of traffic laws on (date): Month _____ Day _____ Year 20 _____
- A Texas court ordered Petitioner to go to a Driver Education Program, and Petitioner's license, permit, and/or driving privilege was automatically suspended for 365 days.
- Other (specify): _____

Attachments: The Petitioner attached the following documents to his/her Petition (all that apply):

- A certified copy of the Petitioner/s driver's license record
- Proof of current valid auto liability insurance
- A copy of the Court Order that suspended the Petitioner's license
- A letter from the Petitioner's employer or immediate supervisor on the employer's letterhead
- A letter from the Petitioner's school or doctor on official letterhead (or an affidavit) that explains the Petitioner's need to drive

WARNING! This Court may revoke this Order, at any time, for good cause. This Order is automatically revoked if Petitioner violates any condition of this Order. It is a Class B Misdemeanor for the Petitioner to violate any Order checked below, including driving without a certified copy of this Order.

THE COURT FILLS OUT THE REST OF THIS FORM.

ORDER--Court grants the Petitioner this Occupational Driver's License, and orders the Petitioner to obey all orders checked below:

The Petitioner **MUST**:

- Maintain valid auto liability insurance for the entire period the Occupational Driver's License is in effect;
- Carry a certified copy of this Order or an Occupational Driver's License while driving.

(The Department of Motor Vehicles will mail the Occupational Driver's License within 45 days of the date of this Order.)

- Restrict driving to no more than _____ hours per day, and only on the days, times, and in the counties listed below.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
FROM:	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.
TO:	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.	_____ <input type="checkbox"/> A.M. _____ <input type="checkbox"/> P.M.

COUNTIES where the Petitioner may drive: _____

- Record dates, time, mileage, destinations, and reasons for travel in a travel log. Carry and update the travel log every time he/she drives, and show the log to any peace officer who asks to see it.

- Restrict driving to travel to and from work or school and essential duties, including medical appointments, court, attorney's office, probation office, and any supervision, education or counseling required by this Order.

- Comply with all probation and community supervision terms in case number: _____.

- Within _____ days of this order, attend the alcohol / drug counseling program listed below and give the court clerk proof of attendance within that time period. **PROGRAM** _____

- Do NOT drive any vehicle unless it has an ignition interlock device, as required by law.

- Do NOT drive a commercial vehicle.

Other Orders: The Petitioner **must:** all that apply;

PETITIONER SHALL NOT HAVE ANY DETECTABLE AMOUNT OF ALCOHOL WHILE OPERATING A VEHICLE UNDER THIS ORDER.

- Submit to a breath or blood analysis if arrested for Driving While Intoxicated and a peace officer asks him/her to do so.
- Do NOT appeal the administrative License Revocation Suspension.
- Attend an approved defensive driving course, and give the court clerk proof of attendance within _____ days of this Order.
- Notify this Court, in writing, within 10 days, if he/she receives a citation (ticket) for any driving violation
- Additional Orders:

Effect of Order: This order is effective beginning (one):

- Today
- 91 days after the date the license was suspended.
- 181 days after the date the license was suspended
- 365 days after the date the license was suspended

Judge Mark Russo

Date