

## GENERAL INFORMATION FOR DWI CLIENTS

### CONTACT INFO:

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### IF ELIGIBLE FOR LIMITED DRIVING PRIVILEGE ("LDP"):

1. Obtain a Substance Abuse Assessment. Make an appointment with a licensed assessor using the attached list. Take along at least \$125 cash, a copy of your citation, and a copy of the printed result of your breath test, if applicable. Have the resulting treatment recommendation sent to me and bring a copy to court appearances.
2. Obtain Form "DL-123" verification of coverage from your insurance agency. Only valid for 30 days. Have a copy sent to me and bring a copy to court appearances. (If you do not own a car and drive only fleet vehicles, email Sherry and disregard.)
3. Obtain letter from your employer on company letterhead stating the specific hours and days of the week you need to be able to drive for work-related purposes. Have a copy sent to me and bring a copy to court appearances. If this will cause you employment problems, email Sherry.
4. **At the end of the initial 30-Day Civil Revocation of your license- go to the office of the Clerk of Court, Criminal Division, on the second floor of the courthouse with \$100 cash and have your driver license returned. Your right to drive is then back to normal and you no longer use the LDP.**

### Court Appearances:

**You do not attend the initial settings in administrative Courtroom 1130.** I will notify you when the case is set in trial court (Courtroom 4150, 4170, or 4310), where you must attend. Disregard any robo-calls that claim you must attend Courtroom 1130 or be subject to arrest; this is false information. You are covered when I appear for you.

## **Refusal Revocation:**

If you are accused of refusing to submit to breath or blood testing, DMV will impose a separate license revocation by letter to the address on your license. You must diligently watch for the letter and notify us when the letter arrives. We must mail a written hearing request before the effective date of the revocation (before 12:01 a.m.) or it will begin as scheduled and you will forfeit your right to contest the revocation. A timely hearing request will stop the revocation pending a hearing. **Make certain that you have a copy of the hearing request in hand before the effective date.**