

APPLICATION FOR LIMITED DRIVING PRIVILEGES
INFORMATION SHEET

You may be eligible to apply for limited driving privileges which would allow you to drive under certain circumstances while under either of the following suspensions:

- A) Administrative License Suspension (A.L.S.)
- B) Court Suspension

To be considered for limited driving privileges you must meet the following qualifications:

- A) You must have a current Ohio Driver's License.
- B) You must have proof of insurance.
- C) You may not have any other suspensions on your record.
- D) You may not owe any outstanding fines or costs to the Court.
- E) You must demonstrate a specific need to be allowed to drive.

To apply for privileges, you **MUST** provide to the Court the following information:

- 1. Proof of insurance that was in effect at the time you were cited or arrested.
- 2. Proof of insurance on the vehicle you will be operating during your suspension period.
- 3. A copy of your driving record (also known as an *abstract*) from the Bureau of Motor Vehicles. This can be obtained from the local license bureau at 475 Western Avenue.
- 4. The attached Application. **Make sure your information is correct and complete.** If you are denied because of a mistake or omission, you will be required to start the process over and pay an additional filing fee.
- 5. Proof of employment on company letterhead, including your work schedule and current pay stub. Or, if you are self-employed, your last tax statement or business license.
- 6. Specific information for other driving needs such as educational, vocational, medical, etc., as indicated on the Application.
- 7. The **\$35.00** filing fee.

If you apply for limited driving privileges while under Administrative License Suspension, your application will be reviewed and must be approved by the City Law Director or it will be set for a hearing. You will be notified of the hearing date.

COURT PERSONNEL ARE NOT PERMITTED TO ASSIST YOU IN COMPLETING YOUR APPLICATION.

******PLEASE SEEK THE ADVICE OF AN ATTORNEY IF YOU HAVE QUESTIONS******

IN THE MUNICIPAL COURT OF CHILLICOTHE, OHIO

APPLICATION FOR LIMITED DRIVING PRIVILEGES

Name: _____ SSN: _____ DOB: _____

Home Address: _____ City: _____ State/Zip: _____

Court Case No. _____ Offense: _____

Check one: Court Suspension - Date: _____ Drivers' License # _____

ALS - Date: _____

Check all that apply:

OCCUPATIONAL -

Name of Business: _____

Address of Business: _____

Work Days and hours _____

Are you required to work overtime? Yes No If Yes, when? _____

Do you work at a location other than the business address? Yes No

If Yes, Address of work: _____

Are you required to drive a Company vehicle or Personal vehicle in connection with your job? Yes No

If Yes, explain: _____

EDUCATIONAL -

Name of School: _____

Address of School: _____

Scheduled days and times of classes: _____

YOU MUST CARRY YOUR CLASS SCHEDULE WITH YOU.

VOCATIONAL - _____

MEDICAL

Name of Doctor: _____

Address: _____

YOU MUST CARRY PROOF OF APPOINTMENT, DOCTOR'S ORDER OR PRESCRIPTION.

LICENSE EXAMINATION - You may drive in conjunction with taking a driver's examination.

YOU MUST CARRY A COPY OF APPOINTMENT NOTICE.

COURT ORDERED TREATMENT(S) - You may drive to/from AA individual counseling sessions, weekend intervention programs or other programs.

Name of Program: _____

Address: _____

Days and hours: _____

Signature (_____) *Complete phone number*

*****THIS SIDE FOR COURT USE ONLY*****

Filing fee received for Application for Limited Driving Privileges on: ____/____/____.

Clerk/Deputy Clerk

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LAW DIRECTOR USE ONLY

Applicable to ALS only:

- APPROVED**
- DENIED** - Schedule hearing before Magistrate

Date

CITY LAW DIRECTOR

.....
PROBATION DEPARTMENT USE ONLY

OL # _____ Expiration Date: _____

Date Privileges expire: _____

Examined: _____
(Date)

Probation Officer