

REQUIREMENTS TO OBTAIN DRIVING PRIVILEGES

If your driver's license has been suspended by the Court and the Judge has granted any one of the following driving privileges to you, you *may* be eligible to receive a driving letter from the Clerk of Court's Office. You are required to show the Clerk of Courts the following proof to obtain your letter.

You must show proof of insurance in your name. If you are listed on an insurance policy but your name does not appear on your insurance card, you must provide a copy of the declaration page from that policy that lists your name as a driver. The proof must also list dates of coverage.

OCCUPATIONAL: Must show proof of employment by way of paycheck stub dated within the last 30 days. You may also show a letter from your employer. The letter must be on company letterhead plus signed and dated with a contact phone number in case confirmation is needed. If you are self-employed, you may show your most recent W-2 form.

EDUCATIONAL: Must show proof of enrollment in school by way of current class schedule. You may also show a signed, dated letter from your school that you are currently enrolled.

MEDICAL: Must file a letter from your Doctor that you are currently under medical care. You may also show a list of upcoming appointments from your Doctor on his/her letterhead, office stationary, etc. May also be given by Court order.

There is a **\$10.00** fee for the driving letter payable in **CASH ONLY**.

No other forms of required proof will be accepted without a Judgment Order.