



## Occupational Driver's License Checklist

### What We Need:

In order to process your Occupational Driver's License (ODL), you must provide us with the following items:

- SR 22 certificate of financial responsibility.** Purchased through your current insurance provider or a SR-22 insurance provider.
- A certified copy of your "**AR**" **driving record** from DPS.
  - **If you have a Texas license** - Order your driving record online for \$22 at <https://www.dps.texas.gov/DriverLicense/driverrecords.htm>
  - **If you no longer have a copy of your Texas license** - Order your driving record via mail (<http://www.dps.texas.gov/InternetForms/Forms/DR-1.pdf> ) with a \$20.00 check or money order.
  - **If you never had a Texas license** - Call our office.
- A **pay stub** from your employer. If you are self-employed or unemployed, please write a letter addressed to the judge explaining your essential need to drive.
- Proof of Ignition Interlock Device in your car (a receipt from the company)
  
- \$400 filing fee** for the County Clerk
- \$135 license reinstatement fee and ODL fee** for DPS (subject to change if you have had other issues with your license). You also pay this fee to our office, and we will pay DPS on your behalf when we send in the completed ODL.
- Confirmation of your **current home and mailing address.**
- Signed and notarized ODL application.** Stop by the office to sign the application.

Please read this FAQ <https://roadmanlaw.com/odl> for more information.