

OCCUPATIONAL DRIVER'S LICENSE

INSTRUCTIONS FOR MAINTAINING YOUR OCCUPATIONAL DRIVER'S LICENSE

1. As part of the DWI/Drug Court Program, you are eligible to obtain an Occupational Driver's License (ODL) through our court. We will prepare the order for you once you provide us with a copy of your SR22 insurance form. Your SR 22 form can be obtained from your insurance provider. **You may email the form to jchambers@co.collin.tx.us or fax the form to: (972) 548-3868. *If your mailing address is different from the one on your driver's license, please let us know so we can change it on the ODL.***
2. Once Judge Mason has signed the ODL, Ms. Chambers will contact you to pick it up from the Clerk's office. You need to pay \$14.00 cash or check so that the Clerk can mail a certified copy to the State of Texas and provide you with a certified copy to carry in your vehicle.
3. You must carry a certified copy of the ODL with you in your vehicle at all times and carry a log book, such as a spiral notebook, to log your driving time and mileage. Your driving time cannot exceed 12 hours per day in any 24 hour period.
4. The ODL is only good for approximately 30 days. You should receive a printed ODL from the State of Texas within 30 to 45 days. If not, you should contact DPS immediately.
5. DPS will also mail a laminated copy of the ODL a couple of weeks after that.
6. Pay close attention to all mail from DPS. Minimal fees can cause your license to go back into a suspended state. They will work with you on a payment plan for surcharges.