

Filing for an Occupational Driver License in Justice Court Precinct 4

What is an occupational license?

An occupational license is a special restricted license issued to persons whose license has been suspended or revoked for certain offenses. Texas Transportation Code Section 521.242; 37 Texas Administration Code 15.7.

Is the court order the occupational license?

No. This is the order granting the occupational license. The court order and all other required items must be submitted by you to the Texas Department of Public Safety (DPS) so an occupational license can be issued.

Contact DPS at: (512)424-2000 or visit their website: <http://www.txdps.texas.gov/DriversLicense/>

The court order may be used temporarily as a license for 30 days from the date of the judge's signature while DPS processes the occupational license.

Can I get a refund if the license is not granted?

No. The filing fee is **\$54.00** and is non-refundable.

To file for an Occupational Driver License you must:

Familiarize yourself with the requirements as set out in the Transportation Code Section 521.241 to 521.253. <http://www.statutes.legis.state.tx.us/Search.aspx>

1. File a Petition with the Rockwall County Justice Court. You must sign the Petition before a Notary Public prior to filing with the court.: [ODL Petition](#)
2. Obtain and file an SR-22 Certificate of Insurance. An Insurance Agent may assist you in obtaining the SR-22.
3. Obtain and file a Certified Abstract of your Driving Record ([AR](#)). This can be requested from the following DPS website: <http://www.txdps.state.tx.us/DriverLicense/>
4. Obtain and file a letter from your employer or a school certificate, if applicable.
5. Print, fill out and file Order Granting Occupational License.: [Order Granting ODL](#)
6. Submit a copy of the suspension letter you received from DPS to the court.
7. After filing your Petition and all other required documentation, the Rockwall County Attorney's office will review your petition. The Court Coordinator will notify you if you will be required to present your Order to the Judge. Otherwise, you will be notified when you may return to the court to pay for and receive certified copies of the Petition and Order for filing with DPS and for your records. The cost for the certified copies will be \$9.00 for three sets.

Notice:

This procedure can be very complicated. It may be beneficial to employ an attorney to assist you. The Judge and respective staff are prohibited by law to assist you in the preparing of the application or procedural steps taken after the Judge signs the Order.