

**INSTRUCTIONS FOR MAKING APPLICATION
FOR AN OCCUPATIONAL DRIVER'S LICENSE
GOLIAD COUNTY**

The following rules are applicable to any person who has had his/her driver's license suspended due to conviction of Driving While Intoxicated or drug offenses, or who has had his/her driving privileges revoked by the Department of Public Safety for any reason, and who wishes to apply for an Occupational Driver's License during the period of suspension.

- An Occupational Driver's License will not be issued by the Department of Public Safety unless the driver has obtained liability insurance. You must obtain **Form SR-22** and verification of the purchase of **at least six (6) months of liability insurance**.
- An Occupational Driver's License is generally to allow no more than four (4) hours per day. If there is a specific need, the Court can allow you to drive up to twelve (12) hours per day (Texas Transportation Code, Title 7, § 521.28). You must be specific as to the number of hours per day you will need. The need must be justified based on your particular occupational, educational, or household duties.
- You must fill out completely a **Verified Petition for Occupational Driver's License**, stating the reasons for the necessity of the Occupational Driver's License. You must be specific as to the areas and times in which you will be driving. The petition must be signed **in the presence of a notary public**, and you must have picture ID. You can print a copy of the form at <http://www.co.goliad.tx.us/upload/page/2537/docs/County%20Court/Verified%20Petition%20Revised.pdf>.
- Obtain a copy of your **driving record** and attach to the Verified Petition for Occupational Driver's License. You can do this online at <http://www.txdps.state.tx.us/DriverLicense/dlfork.aspx?action=record>. You may also order a driver record by submitting a **DR-1 Application for Copy of Driver Record**, along with the required fee, to:

Texas Department of Public Safety
ATTN: DRB/Certified Abstract
P.O. Box 15999
Austin, TX 78761-5999

Note: Please allow fourteen (14) business days from the date the Department of Public Safety receives the request for delivery.

- After you have filled out the Verified Petition completely and have obtained at **SR-22, proof of the purchase of at least six months of liability insurance, and copy of your most recent driving record**, please contact the Goliad County Judge's Office (361-645-3337) to schedule an appointment for a hearing with the County Judge. When you come to the hearing, bring copies of any **paperwork associated with your arrest, court appearance, license suspension**, etc.
- If the County Judge approves your petition, s/he will issue an **Order Granting Occupational Driver's License**.
- You will take the original copies of the Verified Petition and the Order Granting Occupational Driver's License to the County Clerk's Office to be filed. The filing fee is \$147.00. The County Clerk's Office will file your documentation and will issue a certified copy to you. You must carry

this certified copy with you at all times. If you need additional copies, you may purchase them from the County Clerk's Office.

- The following is information from the Department of Public Safety's website, regarding how to obtain an Essential Needs Occupational License:

TEXAS DEPARTMENT OF PUBLIC SAFETY – OCCUPATIONAL DRIVER'S LICENSE REQUIREMENTS

You must mail the following items to the Department:

- The **certified copy of the petition** and a **certified copy of the court order** granting the Occupational Driver's License. (If the individual is participating in a special drug court program, the petition is not required; the judge has the authority to grant an occupational order.)
- An original **Form SR-22** certificate of insurance. This is the only proof of insurance acceptable.
- An **occupational license fee** for a one-year license or less. The maximum length of issuance is a two-year (2) license, provided that the court order grants this length of time.
- All **required reinstatement fees**

DPS Customer Service Contact Center

Hours of operation in the DPS Contact Center are 7 a.m. until 6 p.m., Central Time, Monday through Friday, except for national holidays. DPS representatives are able to assist you in either English or Spanish.

Customers may call (512) 424-2600 (English) or (512) 424-7181 (Spanish) to speak to a customer service representative, or you may email DPS for answers to your driver's license questions.