

# TELEPHONE HARDSHIP LICENSE REQUEST

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
(As it appears on your driver license)

Driver License Number: \_\_\_\_\_ SS # \_\_\_\_\_

**This must be completed by the Clerk's office in the driver's resident county**

\_\_\_\_\_ Has NO traffic cases pending in this county for the past 30 days.

\_\_\_\_\_ Has the following traffic cases pending. (See attached documents)

Affix Seal

CLERK OF COURT: \_\_\_\_\_  
(Signature) (Date)

COUNTY: \_\_\_\_\_

**You must submit the appropriate school requirement with your request**

Point suspensions \_\_\_\_\_ Enrollment in a 12-Hour advanced driver improvement class.  
DUI Revocation (*First offense only*) \_\_\_\_\_ Completion of a state approved substance abuse educational course.  
DUBAL or Refusal Suspension only \_\_\_\_\_ Enrollment in a state approved substance abuse educational course.

NOTE: The hearing officer will discuss all other revocation and suspension school requirements, during your telephonic hardship hearing.

**To be completed by the customer (must be typed or printed)**

Reason suspended/revoked \_\_\_\_\_ Length of suspension/revocation \_\_\_\_\_

Mailing address: \_\_\_\_\_  
(Street Address/P.O. Box)

Telephone number: \_\_\_\_\_ (You must include Area Code)

Note: List number (No Cell Phones) where you can be reached for your hearing, between the hours of 7:30 a.m. and 5:30 p.m. (within the next two work days).

Name and address of employer: \_\_\_\_\_

Why is it necessary for you to drive? (List all reasons)

\_\_\_\_\_  
\_\_\_\_\_

Do you have a driver license or permit in your possession? \_\_\_\_\_ Yes \_\_\_\_\_ No

Signature of Applicant

Date

I acknowledge that to knowingly make a false statement or conceal a material fact on this statement may result in the denial of a hardship license.

Note: After completing this form, you may **mail or fax it along with your hearing requirements** to the Bureau of Administrative Reviews office listed below. Do not fax it **more than once and do not call** for confirmation. Once all the required documents are received a hearing officer will contact you (within two working days) regarding your telephonic hardship hearing. If the hearing officer is unable to contact you at the telephone number you provided you will be notified by mail and you will be required to appear in person to obtain a hearing.

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