

## **LICENSE ACQUISITION PROCESS FOR CLIENTS REVOKED, SUSPENDED OR CANCELLED FROM COMPACT MEMBER STATES**

1. Set up local mailing address, obtain proofs of address, birth certificate with a raised seal, Social Security and current ID card from another state.
2. Go to a state DMV office to apply for the license, take written test, inform clerk of the hold, purchase a Colorado state ID, and obtain a denial notice.
3. Set appointment in office or by phone, provide us with the denial notice, sign fee agreement and pay initial \$600 retainer.
4. We get a DMV case number assigned and file the appeal.
5. We coordinate schedules and set a date/time for DMV hearing in 6-8 weeks. When you receive the DMV letter confirming the hearing, send a hard copy to our office for the file. You gather treatment documents and driving history.
6. Pay second \$600 10 days before hearing.
7. We attend DMV hearing together.
8. If the Hearing Officer finds that you meet the qualifications, he enters notes/ order for issuance of a license in spite of the hold and sets conditions to be met, depending on the individual situation.

## **WE ARE AVAILABLE TO ASSIST YOU WITH POST- HEARING COMPLIANCE**

9. Make arrangements to comply with conditions of license issuance (interlock installation, obtain SR-22, alcohol classes, etc.)
10. Go to state licensing office to retake the written test and inform DMV clerk about the Hearing Officer's computer notes.
11. Take driving test and pass.
12. Return to DMV to have paper interlock operator's license issued.
13. DMV mails driver's license card to Colorado address.