

## JP5 INFORMATION ON OCCUPATIONAL DRIVER'S LICENSE (ODL)

If your Driver's License is suspended for any reason other than an alcohol related conviction and you do not have a commercial driver's license, the Justice of the Peace in the County in which you reside, or County in which you are convicted may issue an Occupational Driver's License.

The Justice Court Filing fee for an ODL is \$54.00

The Applicant must file the following:

- a. A completed **Petition** for Occupational Driver's License (Pick up at Justice of the Peace Office)
- b. Proof of SR-22 Insurance;
- c. A letter from applicant's employer or any other proof of essential need to drive or copy of most recent check stub. If the applicant is retired, disabled, or on public assistance, a sworn affidavit of status, with proof, may substitute for an employer's letter;
- d. A certified copy of the applicant's driving record (Type AR - Certified Abstract of Driving Record) from the Department of Public Safety, which may be obtained at:  
[Texas DPS: Licensee Driver Records](#)
- e. A printout that states the total amount owed for reinstatement fees, which may be obtained at the Texas Department of Public Safety Driver License Division, License Eligibility site:  
[Welcome | Official Texas Driver License Eligibility System | Texas.gov](#)
- f. A money order or cashier's check made payable to the Texas Department of Public Safety in the amount of **\$10.00** per annual ODL fee; if needing ODL for two years money order needs to be **\$20.00**.
- g. Texas ID card DPS surrender form, only if you have been issued an ID card. (Pick up at Justice of the Peace Office)  
[getForm.ashx \(texas.gov\)](#)

The law limits driving under an ODL to a maximum of four (4) hours per day. Upon a showing of good cause, the court may permit an applicant to drive up to twelve (12) hours per day, e.g. from 7:00 a.m. to 7:00 p.m. or some equivalent period; however, the court may further restrict driving times as appropriate. An occupational driver license cannot be issued to drive a commercial motor vehicle. The court will forward one certified copy of the ODL to the Texas Department of Public Safety with the applicant's money order or cashier's check for the annual issuance fee. The court will also forward the SR-22 to DPS. The Department of Public Safety will then send the driver an ODL card after receipt of the order. The driver must keep the second certified copy of the ODL at all times when driving, along with a copy of the SR-22 insurance. The driver must also keep the order with the Texas Department of Public Safety issued card to verify the times the driver is allowed to drive. The court may order the ODL revoked for good cause at any time.