

INSTRUCTIONS FOR APPLYING FOR WAIVERS
OF
IGNITION INTERLOCK OR LIMITED DRIVING PERMITS
Last Updated April 2015

1. Print and FULLY complete section 1 of the proposed waiver/ permit. Necessary information (e.g. citation numbers, violation dates, etc.) on tickets arising out of Houston County State Court can be obtained by visiting the Houston County State Court website at www.houstonstatecourt.org. Click LIVE case Access near the top of the screen and then state court traffic/ criminal search. Enter name and click on case number for information.
2. Be sure to designate the purpose of the request, either a waiver of interlock or request for limited driving permit.
3. Provide the following supporting documentation at the court hearing:
 - a. For waivers, financial information like recent tax returns, pay stubs, bankruptcy filings, bills, etc. Georgia law requires a showing of financial hardship to waive the requirement for an ignition interlock.
 - b. For both permits and waivers, a current driver's history. These can be obtained from the driver's license department.
 - c. For limited driving permits, the law requires proof of enrollment in a clinical treatment program and proof of service of the mandatory 120-day license suspension for the DUI offense you are requesting the permit, prior to issuance, along with proof of installation of an interlock device.

Failure to fully complete the waiver proposed order and provide ALL necessary documentation may prevent your application from being approved and will require that you appear the following month.

4. Personally appear in Houston County State Court for a hearing to grant or deny the permit and/ or waiver. Out of state residents and those showing an extreme hardship can be excused from this requirement on a case-by-case basis by submitting a letter directly to the Court asking to be excused, stating why an appearance would be an undue hardship. The hearings are scheduled at 3pm first Thursday of the month at the Houston County State Court house at 202 Carl Vinson Parkway, Warner Robins, Georgia. They are held once a month and if you miss you will need to wait until the following month. Please bring ALL necessary documentation to court as listed in the instructions.

Questions? questions@houstonstatecourt.org (please note no legal advice can nor will be given)

IGNITION INTERLOCK OR LIMITED DRIVING PERMIT

CHECK LIST- **BRING THIS FORM TO THE HEARING**

REQUESTING INTERLOCK OR PERMIT

(Must have all documentation with you before appearing before the Judge)

**CHECK OFF EACH SECTION THAT APPLIES TO YOU
IF ALL REQUIREMENTS ARE COMPLETED AS OF TODAY**

APPLICANT'S NAME:

PRINT

DATE

ORDER FORM ON NEXT PAGE

- Order Form- Section 1 (all information requested)

INTERLOCK - WAIVER

- Current driver's history
- Financial information: recent tax return, pay stubs, bankruptcy filings & bills
(Georgia law requires a showing of financial hardship to waive the Ignition Interlock.)

LIMITED DRIVING PERMIT

- Current driver's history
- Proof of enrollment in a clinical treatment program
- Proof of service of the mandatory 120 day license suspension for DUI offense you are requesting the permit.
- Proof of installation of the Interlock Device.

IF YOU ARE NOT PREPARED RE-APPLY THE NEXT MONTH

**STATE COURT OF HOUSTON COUNTY
STATE OF GEORGIA**

IGNITION INTERLOCK WAIVER AND/OR LIMITED DRIVING PERMIT

SECTION 1 (To be completed by applicant)
PLEASE PRINT CLEARLY

SECTION 2

Defendant's Name: _____ () The named Defendant has applied for an Ignition Interlock
Defendant's Address: _____ Waiver as required under **O.C.G.A. 42-8-11** Georgia
Department of Driver Services and said request
Date of Birth: _____ not opposed by the Solicitor General, State Court
License Number: _____ of Houston County this date.
Citation Number: _____

State Court Case Number: _____ () The named Defendant has applied for an Ignition Interlock
Offense Date: _____ device limited driving permit as required under
Violation Code Section: 40-6-391 **O.C.G.A. 42-8-112(b)(2)(D)** Georgia Department of
Sentence Date: _____ and said request not opposed by the Solicitor
General, State Court of Houston County this date.

Purpose of Request (check one): Waiver () Permit ()

SECTION 3

SOLICITORS OFFICE

ORDER

() Pursuant to the provisions of **O.C.G.A. 42-8-11**, this Court finds that requiring the Defendant herein to install in a motor vehicle an Ignition Interlock Device as a condition of the State Court sentence and Georgia Department of Driver Services would subject the Defendant to undue financial hardship. The requirement that the Defendant install an Ignition Interlock Device as a condition of the State Court sentence and Georgia Department of Driver Services is hereby **waived** by the State Court of Houston County.

() Pursuant to the provisions of **O.C.G.A. 42-8-112(b)(2)(D)** this Court finds that the above named Defendant herein is **eligible** for an Interlock Ignition Device limited driving permit as provided by said statute and shall serve as such for all purposes before the Georgia Department of Driver Services.

() The Defendant is authorized to obtain an ignition interlock limited driving permit, if eligible, because he/she has provided proof of enrollment in a clinical treatment program as provided in O.C.G.A. 40-5-63.1 and 40-5-1(16.2) and proof of service of the required 120 day suspension.

This the _____ day of _____, 20_____.

Judge, Houston County State Court
State Court of Houston County
202 Carl Vinson Parkway
Warner Robins, GA 31088
478.542.2013 Fax 478.328.2161
www.houstonstatecourt.org