

## OCCUPATIONAL DRIVER'S LICENSE INFORMATION

Justice of the Peace, Pct 3, Bastrop County  
5785 FM 535  
Cedar Creek, TX 78612  
(512)-332-7288

### MAY NOT BE USED FOR COMMERCIAL DRIVER'S LICENSE

The requirements for the issuance of a Texas Occupational Driver's License are:

1. Get your **SR-22** form from your car insurance company.
2. Obtain a copy of your driving history; this is available through the Texas Department of Public Safety or online at [www.texas.gov](http://www.texas.gov).
3. Contact the court to pay the filing fee of \$54.00 (money order).
4. Complete the Petition for Occupational Driver's License and Order. You can obtain the forms from the Justice of the Peace office or you can download the forms at [www.texaslawhelp.org](http://www.texaslawhelp.org).
5. If the Petition is denied and you wish to appeal, a hearing will be scheduled. When you appear for the Court hearing, bring the following items:
  - Copy of letter from DPS showing reason for suspension
  - Proof of insurance through date requested for the license
  - Copy of your driving history
  - Letter from your employer stating the hours you work.
6. After approval you will receive **two (2) certified copies** of the Petition and the Order. Mail one set to the DPS along with required documents and keep the other set. **You must have a certified copy of the Petition and Order on your person for the entire period that your regular license is suspended.**
7. Send the following items to DPS by mail, fax or email:
  - **Certified copy of the Petition and Order**
  - **Copy of the SR-22**
  - **A money order payable to DPS for reinstatement fees or pay online at [www.texas.gov](http://www.texas.gov) for amount due and payment online**
  - **A \$10.00 money order payable to DPS (occupational license fee) or pay online at [www.texas.gov](http://www.texas.gov)**

8. Send the above to:

**TEXAS DEPT. OF PUBLIC SAFETY  
Enforcement and Compliance Service  
PO BOX 4087  
AUSTIN, TX 78773-0320**

**Fax Number: 512-424-2848**

**Email: [driver.improvement@dps.texas.gov](mailto:driver.improvement@dps.texas.gov)**

**Required documents can be submitted by mail, fax or email. All documents submitted by email must be in PDF format. Please write your name, date of birth and driver license number on all documents so your record can be properly identified.**

Additional Information:

[www.texas.gov](http://www.texas.gov)

Texas Department of Public Safety- Austin- 512-424-2000

Bastrop County District Attorney's Office- 512-581-7125

*The license eligibility application allows you to **pay reinstatement fees online***

**To determine the amount of reinstatement fees due:**

Log onto the DPS website at [www.texas.gov](http://www.texas.gov), click Driver at the bottom of the page, click on Driver License Reinstatement & Status, complete the information on the page and it will tell what reinstatement fees are due and instructions for payment.