

## **INSTRUCTIONS FOR OBTAINING OCCUPATIONAL PRIVILEGES UNDER AN ADMINISTRATIVE LICENSE SUSPENSION**

To alleviate confusion regarding the procedure for obtaining ALS occupational driving privileges, this office would ask that you please follow the material/information that should accompany your petition for ALS occupational privileges:

1. Adequate proof of financial responsibility showing that the petitioner is currently insured.
2. A filing fee of \$70.00 payable to the Tiffin Municipal Court, since petitions for work privileges under the ALS are considered civil actions.
3. Proof of employment, route to and from work, and days and hours of travel.
4. Bear in mind that occupational privileges will be granted only for employment purposes. The court considers schooling within the definition of "occupation" if it is the petitioner's primary endeavor or taken to enhance employment or job skills.
5. Once privileges have been granted under the ALS suspension, the journal entry granting these privileges must be with you when driving.

Thank you for following these guidelines,

Judge Mark E. Repp

**IN THE MUNICIPAL COURT OF TIFFIN, OHIO**

Name:  
Address:

Petitioner

CASE NO.

Vs.

BUREAU OF MOTOR VEHICLES  
STATE OF OHIO

Respondent

**PETITION**

Now comes the Petitioner and respectfully requests the Court grant the Petitioner limited driving privileges during the pendency of the administrative license suspension pursuant to ORC Section 4511.191. Petitioner states that the absence of such privileges would substantially impair the Petitioner's ability to meet his/her obligations.

\_\_\_\_\_  
Petitioner

STATE OF OHIO                    )  
COUNTY OF SENECA            ) SS:

Petitioner, being first duly sworn according to law, deposes and states that the statements contained in the foregoing Petition are true.

\_\_\_\_\_  
Petitioner

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC



DEFENDANT IS EMPLOYED AT (NAME AND ADDRESS OF EMPLOYER) ROUTE FROM RESIDENCE: (PLEASE STATE ALL ROADS TRAVELED FROM YOUR RESIDENCE TO YOUR PLACE OF EMPLOYMENT) HOURS: (PLEASE LIST DAYS OF WEEK AND HOURS WORKED)

3. Petitioner is to consume no alcohol or drugs of abuse prior to or while operating a motor vehicle.
4. A copy of this entry shall be forwarded to the Bureau of Motor Vehicles.
5. A copy of this Journal Entry shall authorize the Petitioner to operate a motor vehicle for the limited purposes herein described, but shall be void and of no effect upon the Petitioner's failure to maintain proof of financial responsibility or upon the subsequent suspension or revocation of the Petitioner's driving privileges.

THIS ORDER MUST BE SHOWN TO ANY LAW ENFORCEMENT OFFICER UPON REQUEST. THIS PERMIT IS TO BE STRICTLY CONSTRUED. NO DEVIATIONS OR DETOURS FROM DIRECT PATH OF TRAVEL ARE TO BE AUTHORIZED, UNLESS SET FORTH ABOVE. THIS PERMIT IS FOR OCCUPATIONAL DRIVING ONLY.

6. The Petitioner shall pay costs of this action. Record waived.

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Judge, Tiffin Municipal Court

APPROVED:

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Petitioner

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Prosecuting Attorney