



**MINNESOTA
JUDICIAL BRANCH**
FIFTH JUDICIAL DISTRICT

Ignition Interlock Program Checklist

(Use this checklist if your license has been revoked)

Please note: All office appointments with the 5th Judicial District Program Coordinator need to be scheduled in advance.

Am I eligible to apply for the Ignition Interlock Program?	
<input type="checkbox"/>	Age 18 and eligible for Class D license (no other license classes are eligible to install ignition interlock)
<input type="checkbox"/>	Own or able to drive a vehicle – not a moped or motorcycle
<input type="checkbox"/>	My vehicle is insured
<input type="checkbox"/>	I am not subject to Vanessa’s Law because of a DWI before age 18
<input type="checkbox"/>	I have no other withdrawals on my license (ex. lost license due to failure to pay child support)
I have gone to my local DVS office to do the following: <i>Go to www.mndrive.info to find a local DVS office</i>	
<input type="checkbox"/>	Purchased new plates (if your plates were impounded)
<input type="checkbox"/>	Paid the \$680 reinstatement fee – the Partial Payment Program may assist with the cost
<input type="checkbox"/>	Completed application for a new Class D license and kept my receipt
<i>Once you’ve completed all of the above you are ready to apply to install ignition interlock.</i>	
<i>Read the Minnesota Ignition Interlock Device Program Guidelines available online at www.dps.mn.gov</i>	
Send the following forms to the Ignition Interlock Unit (fax paperwork to #651-797-1299) or upload the forms :	
<input type="checkbox"/>	Signed and dated Ignition Interlock Participation Agreement
<input type="checkbox"/>	Signed and notarized Special Review Awareness form if you have more than one DWI on your record
<input type="checkbox"/>	Submit insurance for the vehicle to be equipped with the device. Proof of insurance is needed for an offense on or after 7/1/21 if there is no insurance conviction on record. An SR-22 insurance certificate is required for anyone with a prior conviction for no insurance. The VIN (Vehicle Identification Number) of the vehicle with the device must match the VIN on the Certificate of Insurance.
<input type="checkbox"/>	Submit the Reduced Fee Application to DVS
IF you are not eligible for the Reduced Fee Program through DVS, send the following forms to the Fifth Judicial District’s Ignition Interlock Coordinator:	
<input type="checkbox"/>	Denial letter from Reduced Fee Program through DVS
<input type="checkbox"/>	Signed and dated Application and Acknowledgement form for Ignition Interlock
When you get a letter from Driver & Vehicle Services that your ignition interlock application has been approved:	
<input type="checkbox"/>	Contact the 5 th Judicial District Ignition Interlock Program Coordinator to set up funding (Jackie Murray : 507-338-2181/Jacqueline.Murray@courts.state.mn.us)
<input type="checkbox"/>	Schedule ignition interlock installation with Intoxalock (833) 210-8428 – tell them you are in the “5 th Judicial District Ignition Interlock Program”
DO NOT DRIVE YET!	
Do not drive until you confirm you are valid to drive. Check your driver’s license status at www.dps.mn.gov .	