



# MINNESOTA JUDICIAL BRANCH

THIRD JUDICIAL DISTRICT

## Ignition Interlock Program Checklist

**(Use this checklist if your license has been cancelled)**

|                                                                                                                    |                                                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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 <a href="http://www.mndrive.info">www.mndrive.info</a> to find a local DVS office</i>                     |                                                                                                                                                                                                                           |
| <input type="checkbox"/>                                                                                           | Purchased new plates (if your plates were impounded)                                                                                                                                                                      |
| <input type="checkbox"/>                                                                                           | Passed the DWI knowledge test                                                                                                                                                                                             |
| <input type="checkbox"/>                                                                                           | Paid the \$680 reinstatement fee – the <a href="#">Partial Payment Program</a> 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>                |                                                                                                                                                                                                                           |
| Send the following forms to the Ignition Interlock Unit (fax paperwork to 507-285-7476 except treatment paperwork) |                                                                                                                                                                                                                           |
| <input type="checkbox"/>                                                                                           | Signed and date the <a href="#">Ignition Interlock Participation Agreement</a>                                                                                                                                            |
| <input type="checkbox"/>                                                                                           | Sign and date Application for <a href="#">Ignition Interlock Limited License</a>                                                                                                                                          |
| <input type="checkbox"/>                                                                                           | Sign and notarize or have a DPS representative sign the <a href="#">Last Use Statement</a>                                                                                                                                |
| <input type="checkbox"/>                                                                                           | Complete chemical use assessment. Treatment provider must fax (507-285-7476) assessment and proof of enrollment, if applicable, to DVS. Include your driver’s license number or date of birth.                            |
| <input type="checkbox"/>                                                                                           | Submit a Certificate of Insurance for the vehicle to be equipped with the device. The VIN (Vehicle Identification Number) of the vehicle with the device must match the VIN on the Certificate of Insurance.              |
| <b>And</b> send the following forms to the Third Judicial District’s Ignition Interlock Coordinator:               |                                                                                                                                                                                                                           |
| <input type="checkbox"/>                                                                                           | Signed and dated <a href="#">Application and Release form for Ignition Interlock</a>                                                                                                                                      |
| When you get a letter from Driver & Vehicle Services that your ignition interlock application has been approved:   |                                                                                                                                                                                                                           |
| <input type="checkbox"/>                                                                                           | Contact the Third Judicial District Ignition Interlock Program Coordinator to make payment arrangements (Brad Nelson (507) 206-2313/ <a href="mailto:brad.nelson@courts.state.mn.us">brad.nelson@courts.state.mn.us</a> ) |
| <input type="checkbox"/>                                                                                           | Schedule ignition interlock installation with Intoxalock (888) 283-5899 – tell them you are in the “3rd Judicial District Ignition Interlock Program”                                                                     |
| <b>DO NOT DRIVE YET!</b>                                                                                           |                                                                                                                                                                                                                           |
| <b>Do not drive until you have a valid limited license in your hand.</b>                                           |                                                                                                                                                                                                                           |