

TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD BOX 4087 AUSTIN TX 78773-0001

www.txdps.state.tx.us

SAFETY RESPONSIBILITY BUREAU

512/424-2600



THOMAS A. DAVIS, JR.
DIRECTOR

DAVID McEATHRON
ASST. DIRECTOR



COMMISSION
ERNEST ANGELO, JR.
CHAIRMAN

CARLOS H. CASCOS
COMMISSIONER

Before an occupational license can be issued, the following items must be submitted to this office:

- 1. A certified copy of petition and a certified copy of a legally issued court order finding an essential need for operating a non-commercial motor vehicle and setting forth the conditions for such driving. Actual travel time does not have to be continuous but specific hours must be stated in court order and shall not exceed twelve (12) hours in any twenty-four (24) consecutive hours.
- 2. The filing of an SR-22 certificate and the maintenance of such proof of financial responsibility (an original certificate, NO PHOTOCOPY) is required. An insurance agent may assist you in obtaining the SR-22.
- 3. A \$__ fee for the issuance of occupational driver license. (\$10 for up to one year) If the suspension or revocation is over one year, you may apply for a two-year occupational license if permitted by the court order. An additional \$10 fee is required for the second year.
- 4. \$__ statutory reinstatement fee is required to complete your Safety Responsibility fee requirements.
- 5. \$__ statutory reinstatement fee is required to complete your Driver Improvement fee requirements.
- 6. \$__ statutory reinstatement fee for the Administrative License Revocation (ALR). Effective 9-1-01, HB 63 increased the reinstatement fee for ALR suspensions to \$125.
- 7. Submit the annual payments for a surcharge accrued as required by Texas Transportation Code Chapter 708. You may contact the Municipal Services Bureau at 1-800-688-6882 for assistance regarding payment of these fees.

- ❖ **All fees must be paid before the Department may issue an occupational license.**
- ❖ **An occupational license cannot authorize the operation of a commercial motor vehicle.**

MAIL TO: OCCUPATIONAL LICENSE SECTION
SAFETY RESPONSIBILITY
TEXAS DEPARTMENT OF PUBLIC SAFETY
PO BOX 15999
AUSTIN TX 78761-5999

For your convenience, compliance items may be processed at the four locations listed below.
NOTE: An occupational license or restricted license can be obtained only at the Austin location.

Austin
108 Denson Dr.
Austin, TX 78752

San Antonio
6502 S New Braunfels Ave.
San Antonio, TX 78223

Houston
12220 S Gessner Dr.
Houston, TX 77071

Garland
350 West IH-30
Garland, TX 75043

EQUAL OPPORTUNITY EMPLOYER