

## HEARING REQUEST:

I am requesting an administrative hearing. I understand that I must file my request with the SC Office of Motor Vehicle Hearings within thirty days of the issuance of the Notice of Suspension to have a hearing and to obtain a temporary alcohol restricted license.

Date \_\_\_\_\_ Signature of Driver \_\_\_\_\_ Driver's Mailing Address, Phone Number, and Email Address for Notice \_\_\_\_\_

Your Attorney's Name \_\_\_\_\_ Attorney's Address, Phone Number, and Email Address \_\_\_\_\_

If you do not list an attorney above, you must tell your attorney when your hearing is scheduled.

## INSTRUCTIONS FOR USING THIS FORM TO REQUEST A HEARING

1. Complete the Hearing Request part of this form, giving the current address, telephone number, and email address where you can be reached.
2. There is a \$200.00 filing fee for a hearing. (Personal checks are not accepted.)
3. Bring or mail your completed form, plus the filing fee, to the SC Office of Motor Vehicle Hearings, 1205 Pendleton St., Suite 325, Columbia, SC 29201. This completed form and the fee must be either hand-delivered or mailed on or before the thirtieth (30th) day of the date on this notice of suspension.

## INSTRUCTIONS FOR REQUESTING A HEARING WHEN NOT USING THIS FORM

1. You may use the Official Notice letter you will receive from the DMV to request a hearing. However, the thirty (30) days to file begins at the time the original Notice of Suspension was issued to you. Be sure to include your mailing address, phone number, and email address, along with your attorney's mailing address, phone number, and email address.
2. There is a \$200.00 filing fee for a hearing. (Personal checks are not accepted.)
3. Without either form, you may submit a written request for a hearing. However, be aware the case will not be assigned and the request will not be forwarded to the DMV until the filing fee and either the Notice of Suspension or the Official Notice from the DMV have been received.
4. You must follow the time, delivery, and mailing instructions in the previous section.

## INSTRUCTIONS FOR OBTAINING A TEMPORARY ALCOHOL RESTRICTED LICENSE

1. If you met the deadline for requesting a hearing, you may be eligible for a non-commercial temporary alcohol restricted license. Temporary alcohol restricted licenses are not available in Class A, B or C commercial driver licenses.
2. The fee for a temporary alcohol restricted license is \$100.00.
3. After you file your request for a hearing, the SC Department of Motor Vehicles will determine whether you are eligible for a temporary alcohol restricted license. If you are eligible, SC DMV will mail you a letter stating your eligibility.
4. IF YOU ARE SOUTH CAROLINA LICENSED DRIVER, you may take that letter to any SC DMV office in the state, pay the \$100.00 license fee, and have the temporary alcohol restricted license issued.
5. IF YOU ARE LICENSED DRIVER FROM ANOTHER STATE, you may take that letter and the \$100.00 license fee to SC DMV, Specialized Services, 1630 Shop Road, Columbia, SC (two miles North of I-77 Exit 6). That office can issue the temporary alcohol restricted license. You may also mail that letter, a completed Driver's License Application (Form 447, available on the Internet at [www.scdmvonline.com](http://www.scdmvonline.com)), and the \$100.00 license fee to SC DMV, Driver Records, P.O. Box 1498, Blythewood, SC 29016-0028. That office will mail you the temporary alcohol restricted license.

## INSTRUCTIONS FOR OBTAINING A ROUTE-RESTRICTED LICENSE

1. If you were suspended after having been arrested for DUI, you may be eligible for a non-commercial route-restricted license. Route-restricted licenses are not available in Class A, B or C commercial driver licenses.
2. A route-restricted license allows you to drive only to and from work, college, ADSAP classes, and a court-ordered drug program, plus during the course of your employment or college.
3. The fee for the route-restricted license is \$100.00. If you are licensed in another state, you must also pre-pay the \$100.00 reinstatement fee.
4. You must enroll in ADSAP before a route-restricted license will be issued.
5. You do not have to request a hearing to be eligible for a route-restricted license.
6. You must apply for a route-restricted license by submitting an application (Form DL-127). This application will be mailed to you with your suspension notice. It is also available on the Internet [www.scdmvonline.com](http://www.scdmvonline.com).
7. You are advised to complete the application and bring it, with the \$100.00 license fee (and the \$100.00 reinstatement fee if you are licensed in another state), to SC DMV, Specialized Services, 1630 Shop Road, Columbia, SC (two miles North of I-77 Exit 6). Once the application and the route are approved, that office can issue the route-restricted license. You may also mail the application, a completed Driver's License Application (Form 447, available on the Internet at [www.scdmvonline.com](http://www.scdmvonline.com)), the \$100.00 license fee (and the \$100.00 reinstatement fee if you are licensed in another state) to SC DMV, Driver Records, P.O. Box 1498, Blythewood, SC 29016-0028. Upon approval of the application and route, that office will mail you the route-restricted license.

**ADSAP** is an abbreviation for Alcohol and Drug Safety Action Program, which is operated under the direction of the SC Department of Alcohol and Other Drug Abuse Services (DAODAS). You must go to an ADSAP office to enroll. Numbers for ADSAP are in the County Government Section of most telephone directories. If you reside in another state, you can make arrangements to attend an equivalent program there.