

## Occupational License

An occupational license is a restricted driver license that may be available to you if your privilege to operate a motor vehicle is suspended or revoked. An occupational license enables you to maintain your employment and household. Unlike a regular license, an occupational license limits when, where, and what type of vehicle you may drive.

**Important:** You must have an SR22 Insurance Certificate on file with the DMV to qualify for an occupational license.

With an Occupational License, you may drive:

- To and from work
- To and from school, college, or university
- To and from places that you need to visit to maintain your household such as:
  - Grocery store or market
  - Pharmacy
  - Laundromat
  - Gas station
- To and from your church or place of worship
- To attend to necessary family needs such as medical appointments and Driver Safety Plan

You may not use an occupational license for:

- Recreational purposes such as:
  - Visit family or friends
  - Attending a social or sporting event
- Operation of a commercial motor vehicle in accordance with the Motor Carrier Safety Improvement Act of 1999

Your occupational license will specifically state the hours you will be permitted to operate a motor vehicle. Your total driving time is limited to:

- 12 hours driving per day (need not be consecutive hours)
- 60 hours total driving for the week

Your occupational license will limit where you may drive. On your application, you will list:

- Wisconsin counties in which you need to drive
- Other states in which you need to drive
  - If you need to drive in another state, you must check with that state to see if they allow you to drive in that state with a Wisconsin occupational license

If you operate a motor vehicle outside the specified hours or for a purpose not specified on the occupational license, you can be cited for operating after suspension or revocation.

## How to Apply for an Occupational License

To be eligible to apply for an occupational license, your Privilege to Operate a Motor Vehicle must be suspended or revoked for a reason that allows an Occupational License to be issued.

OR

These are the steps to take if your driver license was suspended or revoked but you are allowed an Occupational License to be issued:

Check with the WI DOT to determine if you are eligible

If Eligible, you will need to:

- Complete for MV3027. On this form, you will list:
  - The counties or states in which you will be driving
  - The time(s) of day you will be driving
  - The purpose of your driving, e.g.: work, homemaker duties, Driver Safety Plan
- Complete form MV3001
  - If you are under 18 years old, a sponsor signature is required
- Complete any required test, including vision screening
- Provide proof of your identity
- Provide documentary proof that you are legally present in the United States
- Provide an SR22, proof of insurance
- Pay the nonrefundable application fee
  - Note: Filing an application and paying the fee does not guarantee issuance of an Occupational License
- If you are revoked for Operating While Intoxicated (OWI), you must complete an Alcohol or Other Drug Assessment and participate in Driver Safety Plan
- If the court has ordered you to install an Ignition Interlock Device (IID), provide proof of installation for every vehicle titled or registered to you unless exempted by the court

Two hours are needed to process an Occupational License Application. Plan to arrive at the DMV customer service center at least two hours before the center is scheduled to close. Depending upon the hours the DMV customer service center is open, you may receive your occupational license the same day. If it is near the DMV customer service center's closing time or if they need to fax your application to the Driver Information Section, you may be asked to return the next day or the next time that the DMV customer service center is open to have your Occupational License issued.

Driver Information Section  
P.O. Box 7983  
Madison, WI 53707-7983  
Phone: (608) 264-7447  
Fax: (608) 267-3812