

## Terms and Definitions

### Breath Alcohol Ignition Interlock Device (BAIID)

— A device installed on a vehicle that tests a driver's breath and prevents the vehicle from starting if alcohol is detected. A first-time DUI offender is required to drive with a BAIID if issued a Monitoring Device Driving Permit (MDDP) during his/her statutory summary suspension.

A person issued a Restricted Driving Permit (RDP) who has received in separate occurrences: 1) two or more DUI or reckless homicide convictions, or any combination thereof; or 2) one DUI or reckless homicide conviction and one statutory summary suspension; or 3) a single DUI conviction that involved great bodily harm in which alcohol/drugs were an element of the offense; or 4) was convicted of driving while revoked due to reckless homicide, is only allowed to drive a vehicle equipped with a BAIID. An exception is allowed for a vehicle owned by the person's employer and used for employment purposes only. A person who has two or more DUI convictions is also required to install a BAIID for five consecutive years (1826 consecutive days) on all vehicles owned, co-owned, leased and operated as a condition of an RDP issuance. A BAIID is also required for a first-time DUI offender to drive during the Statutory Summary Suspension as a stipulation of the MDDP.

**DUI disposition** — A conviction or supervision, an implied consent or a statutory summary suspension for driving under the influence, or a conviction for reckless driving reduced from DUI, or reckless homicide or fatal accident if alcohol/drugs were shown to be a factor, occurring in any state.

**Consultation** — First step in applying for reinstatement of driving privileges or an RDP after suspension or revocation. Takes place with an informal hearing officer, who reviews the applicant's driving record and explains the documents required to apply for reinstatement of driving privileges or an RDP.

**Denial** — Denial of any request for reinstatement or an RDP.

**Eligibility date** — Date a driver may be considered for reinstatement following revocation or extension order. If "proj. elig." indicates N/A, the driver is ineligible for reinstatement of driving privileges.

**Formal hearing** — Required for a driver whose privileges have been suspended or revoked for an offense(s) involving a fatality or great bodily harm or multiple DUI dispositions. A formal hearing must be requested in writing along with a \$50 filing fee.

**Informal hearing** — Required for a driver whose driving privileges have been suspended or revoked for an offense not involving a fatality or for a single DUI disposition. Held on a walk-in basis.

**Proof of financial responsibility** — Minimum liability insurance is required before reinstatement or issuance of an RDP. Must be filed with the Secretary of State's office in the form of a certified policy of insurance, cash deposit or surety bond, and must be maintained for three years. Insurance must be submitted on an SR-22 certificate.

**Restricted Driving Permit (RDP)** — Partial restoration of driving privileges, which allows a person to drive in certain areas and at certain times for employment; support/recovery meetings; or to transport themselves, a family member or a child, elderly or disabled person living in his/her household for medical, day care or educational purposes when no other form of transportation is available. The driver must prove a hardship exists and submit proof of employment; support/recovery group meetings; need for medical care; elder, disabled person or day care verification; or an educational verification form and class schedule. If convicted and imprisoned for reckless homicide or aggravated DUI that was a proximate cause of a death, no relief may be given until 24 months after release from imprisonment. Drivers under age 21 convicted for DUI are not

eligible for an RDP until one year from the effective date of revocation.

**Revocation** — Loss of driving privileges for an indefinite period. A driver may apply for an RDP but cannot apply for reinstatement until eligible. To regain driving privileges, a driver must meet certain legal and administrative requirements.

**Lifetime revocation** — Permanent revocation after the fourth conviction for any combination of DUI, leaving the scene of a personal injury/fatal accident, or reckless homicide. Eligible for a restricted driving permit after serving five years under revocation from last/most recent revocation effective date or prison release date, whichever is later.

**Reinstatement** — Full restoration of driving privileges. Allows driving at any time and anywhere, provided the driver has obtained a valid driver's license and is not suspended or revoked or withdrawn in another state. **All revocations and most suspensions require a reinstatement fee.**

**Statutory Summary Suspension (SSS)** — Administrative suspension of driving privileges resulting from a DUI arrest. A BAC of .08 percent or more, any trace of impairing drugs, or failure to complete or refusal to test for alcohol or other drugs results in an automatic suspension, effective the 46th day from the date the notice is given to the driver. This is separate from other criminal charges against the driver. An MDDP can be granted to first-time offenders requiring BAIID installation.

**Suspension** — Loss of driving privileges for a period of time, generally not more than a 12-month period. A person may apply for an RDP to drive during a suspension; however, certain suspensions may not allow for an RDP.

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*the road to*  
**REINSTATEMENT**

**RESTORING**  
*your driving privileges*

OFFICE OF THE  
ILLINOIS SECRETARY OF STATE

# DRIVING is a privilege

As Secretary of State, I realize that the loss of driving privileges can cause great hardship for many individuals. Under Illinois law, drivers may apply for reinstatement or a Restricted Driving Permit under certain conditions.

This brochure provides information about the reinstatement process and phone numbers of Secretary of State hearing officer locations statewide.

I assure you it is my top priority that only responsible, qualified drivers will have their driving privileges reinstated.

*Jesse White*

JESSE WHITE  
Secretary of State

## HOW TO OBTAIN A RESTRICTED DRIVING PERMIT OR REINSTATEMENT

### — Restricted Driving Permit (RDP) —

#### — Eligibility —

Must provide proof of "undue hardship" because of employment; medical; child, elder or disabled persons day care; educational; support group; or court-ordered community service.

### — Reinstatement —

#### — Eligibility —

Cannot apply for reinstatement before your eligibility date.

#### — Consultation —

Contact Hearing Officer (see listing at right)

### — Complete Alcohol/Drug Requirements —

If your record reflects an alcohol/drug-related offense, you must complete the following requirements after your consultation:

- Complete an alcohol/drug evaluation by a Division of Alcoholism and Substance Abuse (DASA)-licensed provider within six months prior to your hearing date. The evaluator will classify you as one of the following:

#### Minimal risk:

- Must complete an alcohol/drug remedial education class by a DASA-licensed provider.

#### Moderate or Significant risk:

- Must complete minimal risk requirements, AND
- Provide proof of completion of early intervention (moderate risk) or recommended alcohol/drug treatment (significant risk) and provide continuing care status report.

#### High risk:

- Provide proof of completion of recommended treatment and provide continuing care status report. If non-dependent, a clinical explanation why dependency was ruled out must be provided, as well as proof of either abstinence or non-problematic use.
- Provide three letters from members of your support/recovery program confirming your participation in the program.
- Provide three letters from independent sources confirming your abstinence from alcohol/drugs.

dependent  
only

### — Informal or Formal Hearing —

An informal hearing is for an offense that did not involve a fatality or for a single alcohol/drug-related offense. A formal hearing is for an offense involving a fatality or for multiple DUI dispositions.

#### — RDP Granted —

- Provide proof of financial responsibility if required.
- Pay \$8 issuance fee per permit granted.
- Submit verification of employment; support/recovery group meetings; medical; child, elder or disabled persons day care; educational; or court-ordered community service.
- Take driver's examination if required.
- If BAIID required, pay \$360 BAIID RDP fee.

#### — Reinstatement Granted —

The following requirements must be completed:

- Provide proof of financial responsibility.
- Pay reinstatement fee(s).
- Complete BAIID requirements.

#### — Denial —

If denied after an informal hearing, you may apply for a formal hearing or wait 30 days from the date of the hearing for another informal hearing. If denied after a formal hearing, you must wait 90 days from the date of the hearing to have another hearing.

#### — Authorization for New License —

You will receive authorization by mail. You will be required to take a full or partial driver's license exam.

#### — RDP —

You will receive your RDP by mail. You cannot operate a motor vehicle until you have the permit in your possession. If a BAIID is required, it must be installed within 14 days from the RDP issue date.

Please refer to the Terms and Definitions in this brochure for more details.

## Formal Hearing Officer Locations

A petitioner who is speech or hearing impaired or uses TTY may contact the appropriate office below by dialing 711.

Chicago .....17 N. State St., Ste. 1200 .....312-793-4967  
Springfield .....275 Howlett Building .....217-782-7065  
Mt. Vernon .....218 S. 12th St. ....618-242-8986  
Joliet .....201 S. Joyce Rd. ....815-740-7171

## Informal Hearing Officer Locations

Please call the Driver Services facility of your choice to confirm the availability of an informal hearing officer.

### Primary Informal Hearing Officer Locations

(3 or more days a week)

Belleville .....400 W. Main .....618-236-8750  
Bloomington .....1510 W. Market St. ....309-827-3531  
Bradley .....1111 Blatt .....815-933-8680  
Carbondale .....2516 W. Murphysboro Rd. ....618-457-8206  
Champaign .....2012 Round Barn Rd. ....217-278-3352  
Chicago .....17 N. State St., Ste. 1200 .....312-793-4967  
Chicago Heights .....570 W. 209th St. ....708-481-0896  
Chicago North .....5401 N. Elston Ave. ....773-794-5822  
Chicago South .....9901 S. Martin L. King Dr. ....773-995-2617  
Chicago West .....5301 W. Lexington Ave. ....773-854-4812  
Joliet .....54 N. Ottawa St., 4th Fl. ....815-740-7166  
LaSalle .....536 Third St. ....815-223-4861  
Lombard .....837 S. Westmore, Ste. B27 .....630-629-1069  
Midlothian .....14434 S. Pulaski .....708-388-9192  
Mt. Vernon .....320 E. Main St. ....618-244-1449  
Naperville .....931 W. 75th St., Ste. 161 .....630-369-9010  
Peoria .....3311 N. Sterling Ave., #12 .....309-686-8779  
Sterling Bazaar Shopping Plaza  
Rockford .....3720 E. State St. ....815-394-0329  
Schaumburg .....1227 E. Golf Rd. ....847-619-7065  
Woodfield Commons  
Silvis .....2001 Fifth St., Ste. 10 .....309-796-1321  
Springfield .....501 S. 2nd St. ....217-782-7065  
Room 275 Howlett Bldg.  
Sterling .....1224 W. Fourth St. ....815-626-2825  
Waukegan .....617 S. Green Bay Rd. ....847-662-8514  
Woodstock .....428 S. Eastwood Dr. ....815-338-3188

### Part-time Informal Hearing Officer Locations

(1-2 days a week)

Centralia .....418 S. Poplar .....618-532-1551  
Danville .....#5 E. Southgate Dr., Tilton .....217-442-1564  
Decatur .....3149 N. Woodford St. ....217-875-1650  
DeKalb .....1360 Oakwood St. ....815-756-7781  
Edwardsville .....1502A Troy Rd. ....618-656-8956  
Elgin .....595 S. State St. ....847-697-2105  
Freeport .....1054 N. Riverside Dr. ....815-235-4164  
Galesburg .....1066 E. Losey .....309-342-1154  
Princeton .....225 Backbone Rd. East .....815-875-2617