Application Fees are non-refundable.

Applicant's should contact the DMV DUI-Interlock Section at 1-800-642-9066 or 304-926-2507 for a review of their driving record before submission of the application.

ONLINE-ONLY VERSION

DMV FILE NO: _____

WV ALCOHOL TEST AND LOCK (INTERLOCK) PROGRAM APPLICATION

PLEASE CALL TOLL-FREE 1-800-642-9066 OR (304) 926-2507 FOR ASSISTANCE

West Virginia dmv Keeping West Virginia on the move.

YOU MUST COMPLETE THIS ENTIRE APPLICATION, AND INITIAL AND SIGN IT WHERE REQUIRED, OR IT WILL NOT BE PROCESSED.

The State of West Virginia may issue restricted driving privileges to a driver who has been revoked due to an **alcohol-related** DUI. The driver must apply for, and be accepted into, the Alcohol Test and Lock Program. Once accepted into the Program, the driver must have an approved ignition interlock device installed in their vehicle. Individuals interested in the Alcohol Test and Lock Program should carefully read and complete this application. Applicants should contact the Interlock Section toll-free at 1-800-642-9066 or 304-926-2507 with any questions.

Applicant Information

Full Name	Spouse's Name	Social Security Number	Date of Birth

Physical Address (Must present proof for the restricted driver's license issuance)	Driver's License Number

Mailing Address (If different)	City	State	Zip
		West Virginia	

Phone Number	Alternate Phone Number

Vehicle Information (Class "A" Passenger Type vehicles only)

Name of Registered Owner(s) or Lessee(s) ***If other than Applicant, the Owner's Consent to Installation of Interlock Device on page 4 of this application must be completed***. *If more than one vehicle is owned and/or operated please list on a separate sheet.*

Year	Make	Model	VIN

Title Number	License Plate Number

MUST READ AND SIGN. APPLICATION WILL NOT BE PROCESSED WITHOUT SIGNATURES

I own more than 1 vehicle.

☐ **Yes** ☐ **No**

I understand that I can only operate the WV Interlock Equipped Vehicle

_____ **(Initials)**

Insurance Information (Actual proof **must** be presented at device installation)

Insurance Company	Agent Name
Policy Number	Policy Expiration Date

"Notice of Confidentiality" *The information contained in this document is intended for the use of the individual or entity named above and may contain information that is privileged, confidential, exempt or protected from disclosure by law. If the reader of this document is not the intended recipient, you are hereby notified that any disclosure, dissemination, distribution, or copy of this document is strictly prohibited.*

DO NOT WRITE BELOW THIS LINE, IT IS RESERVED FOR DMV OFFICE USE.

Processed By	Date	Fee Balance @ EOP	Date Mailed	Initials

S&T	Need Enrolled Completed Date	Approval Number	Date Eligible

Revocation Period	Participation Period
Combined Rev. & Part. Periods (For those who have waived their right to an Administrative Hearing)	

Eligibility Requirements

In order to be eligible to participate in the Alcohol Test and Lock Program you must meet the following minimum requirements, and you must:

1.) *Not have any other revocations, suspensions, or other driving privilege withdrawals in West Virginia or any other state or jurisdiction;*
2.) *Have an active, **alcohol-based** DUI revocation on your driving record. Individuals with drug or controlled substance-based DUI revocations are **not** eligible for interlock;*
3.) *Not be appealing the revocation administratively, in Circuit Court, or in Supreme Court;*
4.) *Have completed or be enrolled in the Safety and Treatment Program within 60 days after beginning the Alcohol Test and Lock Program;*
5.) *Not have been convicted or suspended for driving while revoked or suspended within the last six (6) months;*
6.) *Own the vehicle(s) to be used in the Alcohol Test and Lock Program, or have the owner's written approval, for the installation of the ignition Interlock device; and*
7.) *Be at least 18 years of age.*

Additional requirements may be imposed by the DMV.

Program Length

SITUATION (1):

*If you want to **AVOID** your revocation, and your DUI is **alcohol-based,** you **must** apply and be approved for the ignition Interlock Program before your scheduled revocation date and you must waive your right to an administrative hearing.*

*In this situation, if approved, you will not have to serve the revocation period. Instead, the revocation period (days, months etc.) will be **added** to the ignition Interlock device participation period.*

For example, if your minimum revocation period is 15 days and the ignition Interlock participation period is 4 months, the participation period would become 15 days plus 4 months.

SITUATION (2):

If you request an administrative hearing or if you do not apply for the Alcohol Test and Lock Program before your revocation begins, then your minimum revocation period and Interlock device installation period are as shown on the chart below.

APPLICANTS UNDER AGE 21:

If you were under age 21 at the time you were arrested for your DUI offense and had a BAC of less than .08 you may be eligible for having your record cleared after successfully completing the Alcohol Test and Lock Program (some restrictions apply).

REVOCATION AND IGNITION INTERLOCK DEVICE INSTALLATION PERIODS BY OFFENSE

DUI TYPE	FIRST OFFENSE		SECOND OFFENSE OR GREATER	
	MINIMUM REVOCATION PERIOD	MINIMUM DEVICE INSTALLATION PERIOD	MINIMUM REVOCATION PERIOD	MINIMUM DEVICE INSTALLATION PERIOD
BAC Less Than .15	15 DAYS	4 MONTHS		
BAC .15 or Greater	45 DAYS	9 MONTHS		
DUI (Any BAC)			1 YEAR	1 YEAR for Each Offense Within 10 YEARS
Knowingly Permitting	15 DAYS	4 MONTHS	1 YEAR	1 YEAR for Each Offense Within 10 YEARS
Implied Consent	45 DAYS	12 MONTHS	1 YEAR	1 YEAR for Each Offense Within 10 YEARS
Under 21 (AMA)	30 DAYS	6 MONTHS	2 MONTHS	1 YEAR
Child Endangerment	60 DAYS	10 MONTHS	1 YEAR	1 YR for Each Offense Plus an added 2 MOS Per Each Incident With Child Endangerment
Bodily Injury	2 MONTHS	1 YEAR	1 YEAR	1 YR for Each Offense Plus an added 6 MOS Per Each Incident With Bodily Injury
With Death	1 YEAR	2 YEARS	1 YEAR	1 YR for Each Offense Plus an added 2 YRS Per Each Incident With Death

MINIMUM REVOCATION & PARTICIPATION PERIODS MAY BE SUBJECT TO CHANGE IN THE EVENT OF NEW LEGISLATION.

Program Requirements for Approved Participants

Once you are approved for the Alcohol Test and Lock Program and ignition Interlock device:

1.) *You will receive written notification from DMV with an approval number and a list of authorized ignition Interlock device service providers to choose from. You must contact the service provider you choose to schedule an installation appointment. You must have the ignition Interlock device installed within 60 days of the approved application for the Alcohol Test and Lock Program.*
2.) *You must be driven to the appointment for the ignition Interlock device installation by a licensed driver.*
3.) *Vehicles must be manufactured after 1980 and may require an inspection to verify vehicle is equipped with OBD I (On Board Diagnostics Generation 1) in order for the ignition Interlock device installed. Give the ignition Interlock service provider the make/model/year of your vehicle when making the installation appointment.*
4.) *You will be required to return to the installation center **at least** every 30-60 days for vehicle monitoring, so data can be downloaded from the device and reported to DMV.*
5.) *You will be considered in violation of the Interlock Program, and subject to removal from the program, for any program violations which include, but are not limited to:*

- *Failure to report for device monitoring every 30 days, or as scheduled;*
- *If DMV receives notice from any law enforcement officer, DMV employee, or Interlock service provider that indicates you operated a vehicle not equipped with an ignition Interlock device;*
- *Failure to abide by the service agreement with the Interlock service provider;*
- *If the participant or anyone else, aside from the Interlock service provider, is found tampering with, bypassing, or removing the Interlock device;*
- *Attempting to start, or operate, the vehicle while under the influence of alcohol;*
- *Failure to submit to and pass any retests prompted by the Interlock device after the vehicle has been started;*
- *Failure to use an ignition Interlock equipped vehicle;*
- *Accumulation of Interlock Demerit system points in accordance with DMV policy; or*
- *if you fail to enroll in, have no progress in, or withdraw yourself from the DUI Safety and Treatment Program.*

Program Cost

All applicants must pay a $100.00 non-refundable application processing fee. ***Individuals approved for the Alcohol Test and Lock Program will enter into a service agreement with the selected ignition Interlock service provider. The service agreement will contain the following two types of charges:***

1

Mandatory Service Agreement Charges	
Installation Charge	$50.00
Daily Rental Service	$2.14
De-Install Charge	$30.00

2

These charges are only assessed for customer errors or service requests:			
Missed Appointment	$35.00	Service Call (hourly)	$60.00
Violation Reset	$50.00	Service Call (per mile)	$0.50
Change of Vehicle	$50.00	NSF Check	$50.00
Loss Protection (optional)	$ Varies	Camera Device	$0.50

CHARGES ARE SUBJECT TO CHANGE WITH DMV APPROVAL PRIOR TO APPLICANT'S ENTRANCE INTO THE ALCOHOL TEST AND LOCK PROGRAM.
ALL SERVICE AGREEMENT CHARGES ARE SUBJECT TO STATE TAX.

Applicant Certification

I have read the Alcohol Test and Lock Program Participant Requirements, as specified under WV Code §17C-5A-3a (found at www.legis.state.wv.us) and WV Administrative Regulation 91CSR5 (found at www.sos.wv.gov), and agree to those requirements. I understand that my participation in the program is restrictive, and I am subject to removal from the program for violating any of the terms and conditions imposed upon me. Furthermore, I understand:

1.) *That its in violation of the Alcohol Test and Lock Program, as well as other motor vehicle laws, for me to attempt to obtain a driver's license in any other state or jurisdiction during my enrollment in the program.*

2.) *That any recent court convictions, not yet received by the DMV, may change my Alcohol Test and Lock Program eligibility status.*

3.) ***I must have successfully completed an approved DUI Safety and Treatment Program; or be actively enrolled in a DUI Safety and Treatment Program, within 60 days of having the ignition Interlock device installed on the vehicle, until I have successfully completed it*** *and that the DMV must be presented with proof of my enrollment and a copy of the receipt for the program charges* ***or*** *proof of satisfactory completion of the Safety and Treatment Program through one of the approved providers.* ***Failure to comply with these terms will result in immediate removal from the Alcohol Test and Lock Program***

4.) *I must abide by the terms of the service agreement with the ignition Interlock device Service Provider,* ***and will contact the DMV 30 days prior to my scheduled removal date*** *to ensure all program paperwork is present all reinstatement fees are paid in full, and understand that failure to comply with this requirement may extend my program participation period.*

5.) ***Lack of use, or non usage, of the ignition Interlock equipped vehicle is considered a violation of the program. Failure to provide an adequate written explanation for such instances will result in program disqualification.*** *Removal from the Alcohol Test and Lock Program due to non-compliance of the rules governing the program including, but not limited to, the conditions listed in this section, shall result in the immediate loss of any restricted driving privileges provided by participation in this program.*

I knowingly and intelligently waive any and all opportunities or rights to obtain an administrative hearing regarding my removal from the Alcohol Test and Lock Program.

I hereby declare under the penalties of perjury that all the information contained herein is true and accurate to the best of my knowledge, information, and belief.

Date of Application	Applicant's Signature
	(X)

If approved for the Alcohol Test and Lock (Interlock) Program, you will receive written notification. Should your application for the program be declined, the DMV will send you written notification with an explanation as to why your application was rejected. Upon installing an interlock device in your vehicle, the DMV will fax an authorization letter to your chosen provider so you may obtain your restricted driver's license.

You cannot operate your interlock-equipped vehicle until you have received your restricted driver's license, which can only be used to operate a vehicle in which an approved functioning ignition Interlock device has been installed, and then only under the conditions set forth in this application.

VEHICLE OWNER'S CONSENT TO INSTALLATION OF AN IGNITION INTERLOCK DEVICE

THIS PAGE MUST BE COMPLETED IF THE VEHICLE IS NOT REGISTERED IN THE NAME OF THE ALCOHOL TEST AND LOCK PROGRAM APPLICANT.

Registered Vehicle Owner Information and Certification

I, the undersigned, do hereby swear or affirm that:

1.) *I am the registered owner or lessee of the vehicle(s) described on page one(1).*
2.) *I agree to the use of the vehicle by the applicant, described on page one (1) of this application, for their participation in the Alcohol Test and Lock Program.*
3.) *I agree to the provisions of the Alcohol Test and Lock Program with the Division of Motor Vehicles and it's authorized service provider.*
4.) *In the event that the applicant leaves the Alcohol Test and Lock Program, I will bring the vehicle to the service provider for the removal of the interlock device within five (5) days of their being terminated from the Alcohol Test and Lock Program.*

Registered Owner's Signature	Registered Owner's Printed Name		
Street Address	City	State	Zip Code
Relationship to Applicant	Contact Phone Number		

The above described vehicle is being used for: _____

Applicant's Printed Name Driver's License Number DMV FILE Number

NOTARY SEAL

Subscribed and sworn before me this _____ day of _____, 20_____.

_____
NOTARY PUBLIC SIGNATURE

My Commission expires on _____/_____/_____.

DMV REGIONAL OFFICES CANNOT PROCESS THIS APPLICATION OR ANY REINSTATEMENT FEES. YOU MUST MAIL THIS APPLICATION WITH AN APPLICATION PROCESSING FEE OF $100.00 PAYABLE BY CHECK OR MONEY ORDER TO "WV DMV" AT THE FOLLOWING ADDRESS:

WV Division of Motor Vehicles
PO Box 17060
Charleston, WV 25317

The $100.00 Interlock Program application processing fee is NON-REFUNDABLE. All applications become void six (6) months after receipt.