

INTAKE QUESTIONNAIRE

Do you currently have the \$100 program fee?	Yes or No
Do you need to take the Minnesota State Driver's License written test?	Yes or No
Do you need to take the Minnesota State Driver's License road test?	Yes or No
Have you had a DUI/DWI?	Yes or No
If yes, list the Date/County/State	
Are you required to take the DWI written exam (Chapters 7 & 8)?	Yes or No
Have you been pulled over without auto insurance?	Yes or No
Do you need auto insurance?	Yes or No
List Minnesota counties where you have incurred tickets/fines/citations:	
List other states where you have incurred tickets/fines/citations:	
Do you have any fines in collections?	Yes or No
Has your license been suspended due to child support?	Yes or No
If yes, Caseworker name & number	
Case number	
Are you currently involved in any civil lawsuits?	Yes or No
If yes, when and Insurance Company?	
Have you met with a hearing officer?	Yes or No
If yes, did you enter an agreement?	
Have you set up STS?	Yes or No
Have you made payments on any fines?	Yes or No
How did you hear about our program?	

DEMOGRAPHIC QUESTIONNAIRE

Age _____

Sex _____

What do you identify yourself as?

American Indian or Alaska Native _____

Native Hawaiian or Pacific Islander _____

Asian _____

Caucasian _____

African American _____

Hispanic or Latino _____

DRIVE WITH PRIDE AGREEMENT

When you sign up to be a client of Drive with Pride, Inc. you are agreeing to be a partner in gaining your Minnesota driver's license privileges. We are here to help you, but we cannot achieve the goals of the program without your cooperation. Please read the following guidelines concerning prices and expectations.

Our Driver's License Reinstatement program is a two-step process. The first part is getting your license reinstated whereby the client completes all state requirements, attends all hearings and court appearances, pays fines imposed by the courts, and follow through with all agreements. The second part is keeping your license valid by attending court appearances and negotiating terms that will not impact your driver's license; attendance by a Drive with Pride advocate is optional; we recommend that you use this service for optimal results.

Part I Driver's License Reinstatement Program is \$100; includes the following:

- Advocate to research driving record for open citations, citations in collections, civil judgments, child support holds and obtain state requirements to acquire a valid license
- Participation in the customization and implementation of the driving program.
- Confer with county court administration and setting hearing officer appointments.
- Instruction in communication with hearing officers, public defenders, prosecuting attorneys, parole officers, probation officers, Minnesota Department of Revenue, Department of Public Safety, and Department of Motor Vehicles.
- Information about related resources, including support services such as ignition interlock service providers, affordable chemical assessment locations, DWI driving classes/therapy, and public assistance.
- Insurance Certificate (SR-22 insurance) referrals.

_____ Please initial you read and understood Part I of the Driver's License Reinstatement Program.

Part II Driver's License Reinstatement Program; is an additional fee:

- \$50 per hearing with advocate in the following counties: Hennepin, Ramsey, or Washington County; \$60 starting price in all other counties.
 - *Hearings are a program requirement, not optional.*
 - *Should client proceed to attend hearing independently, this agreement is null and void and no refunds shall be issued.*
- \$20 Plea by mail for advocate to correspond with court administration.
- \$20 add-on for filing and service of motions.
- \$25 per Register of Action.

_____ Please initial you read and understood Part II of the Driver's License Reinstatement Program.

Additional Services Offered:

- \$50 Child Support holds for an advocate to assist with removal of hold on driver's .
- \$50 per Civil Judgment for an advocate to assist with questions, research, negotiation and requirements for removal of hold on driver's license.
- \$100 Out of State hold for an advocate to research and gather information to assist with removal of hold on an out of state driver's license.
- \$50 for advocate and use of vehicle for the road test, with appointment; \$100 without appointment.

- \$200 starting cost for legal services from a licensed attorney; recommend for felony level.

_____ Please initial you read and understood Additional Services Offered.

Drive with Pride, and its advocates, Agreement:

- Accurately explain all options and steps for reinstating your license; including payments, collections, civil judgments, child support payment plans, community work service, ignition interlock, driving classes and consequences of pleading guilty/not guilty.
- Research and gather all information required for reinstating your license.
- If you signed an agreement with a hearing officer, we will inquire with you if a motion to reopen is an option.
- Obtain any forms necessary for reinstating your license.
- Serve and file any forms necessary for reinstating your license.
- Provide fax and copy service necessary for reinstating your license.
- Schedule all appointments necessary for reinstating your license.

Drive with Pride advocates are not licensed attorneys and, therefore, cannot give legal advice. Advocates will provide you with all the facts and options, but the final decision is up to the client. However, we do have a referral service to a licensed attorney for legal advice.

_____ Please initial you read and understood Drive with Pride agreement.

Client Agreement:

- Communicate any changes in contact information, especially telephone number and address.
- **Complete the Written D and/or DWI/Drug Written Test within two weeks of enrollment, if required, or the client will be removed from the program.**
- Provide and/or complete all paperwork within one week of the request, or client will be removed from the program.
- Pay all court required fines prior to attending hearings.
- Settle child support holds, civil judgments and/or out of state tickets prior to attending hearings. If not done within thirty days, the client will be removed from the program.
- All program fees are due within fifteen of program enrollment, or prior to completing child support hold, civil judgment hold, out of state research and/or prior to scheduling your hearing or court appearance.
- Arrive on time for all hearings, court appearances, and appointments appropriately dressed.
- If running late, Drive with Pride expects you to contact the office immediately.
- The advocates will not wait longer than 15 minutes for the client, and will be considered a missed appointment.
- If unable to attend a hearing on your scheduled date, call a minimum of 24 hours in advance.
- A \$50.00 fee will be charged to the client for a missed appointment, and will not be rescheduled until the fee is paid.
- Should a second appointment be missed, Drive with Pride will close the client's file and a \$100.00 fee will be charged to reopen the file.
- If unable to attend a court date, please contact the court administration for a new court date no later than 24 hours in advance.
 - Contact Drive with Pride with the new scheduled court date and time.
 - Please note that if you miss a court appearance, a warrant for your arrest will be issued.
 - A \$50.00 fee will be charged to the client for a missed appointment.

- Contact court administration on instructions for missed court dates.
- Keep Drive with Pride updated on any new court dates.
- If you already made a written agreement with a hearing officer, you may have to comply with the agreement.
- Once hearings are completed, the client may complete the remaining state requirements and become reinstated.
- Pay any fines imposed to the appropriate city/county as agreed to retain Minnesota Driver's License. Drive with Pride does not accept fine payments or make fine payments on client's behalf.
- Reminder: Drive with Pride staff does not attend court appointments.
- If a client provides false information on their contract, it is an automatic removal from the program and client will be ineligible to re-enroll in the program.
- If a client does not update contact information with Drive with Pride, it is an automatic removal from the program.
- The client's file will be archived should they not follow the timeline outlined in contract. A \$50 service fee will be charged to re-open a file.

There are no refunds once a client's case file has been opened.

Please initial you read and understood Client Agreement.

I have read and agree to all terms of this agreement.

Client Signature

Date

NOTE: Please provide a copy of this agreement along with the receipt to the client.

DRIVE WITH PRIDE

Consent Form

Disclosure and Authorization for Driver's License Records Check.

I, _____, authorize Drive with Pride to conduct an MVR regarding my driver's license/history as well as any other pertinent personal information pertaining to my Driver's License and Court Records. Additional sources of pertinent information may include, but is not limited to, Department of Motor Vehicles records, court records, Office of Child Support, collection agencies, Department of Corrections, Probation Office, Parole Office, and credit reports.

Drive with Pride will not disclose client information on this form. Drive with Pride will not disclose or share any additional client information in connection with Drive with Pride research and findings. Drive with Pride will conform with the Data Privacy Act.

I authorize any parties contacted to release information to Drive with Pride agents regarding my previous driving record, license history and other driver related information. I release all persons and entities from liability for damages that may arise for release of this information from motions. I waive all provisions of law prohibiting the disclosure of information. Any client in Drive with Pride should not operate a motor vehicle or receive additional tickets while in the program.

Client Signature

Date

Address: _____

Telephone: _____

Email: _____

D.O.B. _____

Driver's License #: _____

OFFICE USE ONLY: Received by: _____ Date: _____



MINNESOTA DEPARTMENT OF PUBLIC SAFETY
 DRIVER AND VEHICLE SERVICES
 445 Minnesota Street, Saint Paul, MN 55101-5161
 Phone: (651) 215-1335 TTY: (651) 282-6555 Web: dvs.dps.mn.gov

Authorization Form (Grant Access to Record)

Date: _____

I, _____
 First Name Middle Name Last Name

hereby authorize DRIVE _____ WITH _____
 First Name Middle Name

PRIDE _____ to obtain and/or pick up the following item(s) and/or
 Last Name
 record information from Driver and Vehicle Services:

Record Type:

- Motor Vehicle
- Driver's License
- Limited Driver's License
- Other: CITATION/REQUIREMENT

Authorizer's Signature X _____

The Driver Privacy Protection Act (DPPA) is enforced by the U.S. Department of Justice, which may seek civil and criminal penalties for improperly obtaining, disclosing or using personal information from a motor vehicle record for a purpose not permitted by the DPPA. In addition, private citizens may also seek civil damages in Federal Court. **Certification** I (we) certify that the information and statements on this request are true and correct, comply with the provisions of the Federal Driver's Privacy Protection Act and understand that the willful, unauthorized disclosure of information obtained from these records for a purpose other than stated on this request, or the sale or other distribution of the information to a person or organization not disclosed in this request may result in penalties imposed under Title 18 U.S.C. Section 2724.

TO BE COMPLETED BY THE MN DEPT OF PUBLIC SAFETY

Previously licensed? Yes or No

Date License Expires: _____

Out of State Holds? Yes or No
 If yes, need state information

Driver's License No.: _____

Date of Birth: _____