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OCCUPATIONAL LICENSE INFORMATION

Filing an Occupational License in the Karnes County Court

To file for an Occupational Driver's License, you must:

- File a Petition with the Karnes County Clerk's Office; there is a \$258 filing fee.
- Obtain an SR-22 Certificate of Insurance-a copy must be filed along with petition.
- Provide a Driving Record, this can be requested from the following DPS website.
 - <https://txapps.texas.gov/tolapp/txldrcdr/TXDPSLicenseeManager>
- Also, you must prepare an Order for Occupational License for the Judge's signature

Once you have paid your filing fees, filed your petition, obtained your SR-22, driving record and order, contact the court at the number above to arrange a time to present you Order to the Judge. Our office does not provide any forms such as petitions and orders. This is to be obtained through an attorney or on your own.

Petition and Order needs to contain:

- Requirements as set out in the Transportation Code Section 521.241- 521.253, www.statutes.legis.state.tx.us/Search.aspx
- Reason license is suspended
- Specific hours of the day, or a request to be allowed to keep a log book (in either event not to exceed twelve (12) hours in any given twenty-four (24) consecutive hour period)
- Days of the week
- Reason for travel
- Applicant's previous driver's license number and when license was suspended
- There may be other requirements that need to be contained in your Petition and Order not listed above. Reference that Transportation Code Sections 121.241-521.253 for specific requirements that tailor your situation.

Notice: This procedure can be very complicated; it is beneficial to employ an attorney to assist you. The Judge, the County Clerk, and the respective staff are prohibited by law to assist you in the preparing of the application or procedural steps taken after Judge signs the order.