



Illinois Secretary of State Re-entry Summit Reference Guide

All materials current as of October 2021.

INFORMAL HEARING OFFICER LOCATIONS



Office of the
Secretary of State
DEPARTMENT OF
ADMINISTRATIVE HEARINGS

Rm. 212, Howlett Building
Springfield, IL 62756
www.cyberdriveillinois.com

The Informal Hearing Officer locations are subject to change. Please visit the Secretary of State Facility Finder at www.cyberdriveillinois.com or call the location before visiting to confirm the availability.

Belleville	400 W. Main St.	618-236-8778
Bloomington	1510 W. Market St.	309-829-5495
Bradley	111 Village Square	815-933-8680
Carbondale	2516 W. Murphysboro Rd.	618-457-8206
Centralia	418 S. Poplar	618-352-6054
Champaign	2012 Round Barn Road	217-278-3352
Chicago	17 N. State St., Ste. 1200	312-793-3701
Chicago North	5401 N. Elston Ave., Lower Level	773-794-5822
Chicago South	9901 S. Martin Luther King Dr., Lower Level	773-995-2617
Chicago West	5301 W. Lexington, Lower Level	773-854-4812
Decatur	3149 N. Woodford St.	217-875-9995
DeKalb	1360 Oakwood Ave.	815-756-7781
Edwardsville	1502A Troy Rd.	618-656-1457
Freeport	1054 N. Riverside Dr., Ste. C	815-618-6896
Galesburg	1066 E. Losey	309-342-1154
Joliet	54 N. Ottawa St., 4th Floor	815-740-7166
LaSalle	536 Third St.	815-223-9485
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 Sterling Ave., #12	309-686-8779
Princeton	225 Backbone Rd. East	815-875-2617
Rockford	3720 E. State St.	815-394-0329
Schaumburg	1227 E. Golf Rd., Woodfield Commons Shopping Center	847-619-3318
Silvis	2001 Fifth St., Ste. 10	309-796-1321
Springfield	Room 275 Howlett Building, 501 S. Second St.	217-782-2569
Sterling	1224 W. Fourth St.	815-626-2825
Tilton	5 S. Gate Dr.	217-442-9297
Waukegan	617 S. Green Bay Rd.	847-662-8514
Woodstock	428 S. Eastwood Dr.	815-338-3188

Illinois Secretary of State

Document Requirements to obtain a Driver's License/State ID Card

The Acceptable Identification Document chart (reverse) lists documents that may be used as forms of identification to provide proof of legal name, date of birth, Lawful Status, Social Security number and residency when applying for a driver's license/ID card.

Please note the following:

- Signature comparison is required in the verification process.
- The number of documents required depends on whether an applicant is applying for a driver's license/ID card for the first time, or requesting a duplicate or corrected driver's license/ID card.
- One document may satisfy more than one group.
- New residents must surrender all out-of-state licenses/ID cards prior to issuance of an Illinois driver's license/ID card.
- An applicant applying for a Temporary Visitor Driver's License is not required to present documents from Group C. Instead, the applicant must sign a declaration on the TVDL application that the applicant is, at the time of application, ineligible to obtain a Social Security number.

First-time Illinois Driver's License/ID Card Applicant or First-time REAL ID Applicant (even if applicant holds or has held a standard Illinois DL/ID)

An applicant applying for a driver's license or ID card for the first time in Illinois must present:

Standard DL/ID Applicant

- One document that satisfies each of Group A, B, C and D.

REAL ID DL/ID Applicant

- One document that satisfies each of Group A, B, C and two from D.

Duplicate Driver's License/ID Card Applicant

An applicant applying for a duplicate driver's license or ID card must present:

Standard DL/ID Applicant

- One document that satisfies Group A.

REAL ID DL/ID Applicant

- One document that satisfies Group A.

Corrected Driver's License/ID Card Applicant

An applicant applying for a corrected driver's license or ID card must present:

Standard DL/ID Applicant

- One document that satisfies Group A.
- One document from Group D if requesting an address change.

REAL ID DL/ID Applicant

- One document that satisfies Group A.
- Two documents from Group D if requesting an address change.

Illinois Driver's License/ID Card Renewal Applicant

An applicant renewing a current Illinois driver's license or ID card must present:

Standard DL/ID Applicant

- One document that satisfies Group A.
- One document from Group D if requesting an address change.

REAL ID DL/ID Applicant

- One document that satisfies Group A.
- Two documents from Group D if requesting an address change.

NOTE: An applicant who requests a change in name, date of birth, Social Security number or gender must provide identification to link the change from the previous information to the new information.

ACCEPTABLE IDENTIFICATION DOCUMENTS

PHOTOCOPIES ARE NOT ACCEPTED

All acceptable documents presented for verification or proof must be valid (current and not expired). One document may satisfy more than one Group. Documents marked with (*) are accepted for REAL ID.

Group A — Written Signature

- Canceled Check (within 90 days prior to application)*
- Cooperative Driver Testing Program Certificate*
- Court Order*
- Credit Card/Debit Card (major brand)*
- Driver's License/ID Card (current) issued by an agency of the U.S. government*
- Illinois Driver's License (current or expired less than one year)*
- Illinois ID Card (current or expired less than one year)*
- Medicare Card*
- Mortgage or Installment Loan Documents*
- Out-of-State Driver's License/ID Card (current)*
- Passport (valid U.S. or foreign)*
- Social Security Card*
- Temporary DL/CLP/ID Card*
- U.S. Citizenship and Immigration Services (USCIS) Forms — I-551 (Permanent Resident Card); I-766 (Employment Authorization Card); I-94 (Arrival/Departure Record) with Valid Passport*
- U.S. Military Driver's License/ID Card*
- U.S. Military Service Record (e.g., DD214)*

Acceptable major brand credit cards (for signature verification only) include American Express, Diners Club, Discover, Master Card and Visa.

Group B — Date of Birth

- Adoption Records
- Birth Certificate*
- Citizenship Certificate (N560/N561)*
- Court Order (Change of birth date)
- Certified Grade/High School/College/University Transcript
- Consular Report of Birth Abroad*
- Illinois Driver's License
- Illinois ID Card
- Naturalization Certificate (N550/N570)*
- REAL ID Driver's License/ID Card
- Social Security Award Letter (primary beneficiary only)
- U.S. Citizenship and Immigration Services (USCIS) Forms — I-551 (Permanent Resident Card); I-571 (Refugee Travel Document); I-766 (Employment Authorization Card); I-797A (Notice of Action Status Change); I-94 (Arrival/Departure Record) with Valid Passport*
- U.S. Military Driver's License/ID Card
- U.S. Military Service Record (e.g., DD214)
- U.S. Passport or Passport Card (valid with complete date of birth)*
- U.S. Visa

Group B documents must contain the applicant's full name and complete date of birth and must be verifiable. To be verifiable, it must be possible to contact the regulatory authority to confirm the authenticity of the document. Documents marked with an [*] are also accepted to prove legal presence.

Birth Certificates must be original or certified by a Board of Health or Bureau of Vital Statistics within the U.S. or by the U.S. State Department, U.S. territories or Canada. A certified copy is a document produced by the issuing jurisdiction which has an embossed seal or an original stamped impression. Foreign passports and foreign birth certificates are accepted as proof if accompanied by any other item in Group B.

Group C — Social Security Number

- Illinois Driver's License Record (verified)
- Illinois ID Card Record (verified)
- Non-SSA-1099 Form*
- Pay stub or printed electronic deposit receipt bearing the applicant's name and SSN*
- Social Security Award Letter (primary beneficiary only)
- Social Security Card (issued by SSA)*
- SSA-1099 Form*
- U.S. Military Driver's License/ID Card
- U.S. Military Service Record (e.g., DD214)
- W-2*

Group C documents must contain the applicant's name and full Social Security number. If using an Illinois driver's license or ID record, the Social Security number must have been previously verified with the SSA.

An applicant applying for a Temporary Visitor Driver's License is not required to present documents from Group C. Instead, the applicant must sign a declaration on the TVDL application that the applicant is, at the time of application, ineligible to obtain a Social Security number.

Group D — Residency

- Official Electronic Statement (dated within 90 days prior to application)
- Bank Statement (dated within 90 days prior to application)*
- Canceled Check (dated within 90 days prior to application)*
- Certified Grade/High School/College/University Transcript*
- Credit Report (issued by Experian, Equifax or TransUnion, dated within 12 months of application)*
- Deed/Title, Mortgage, Rental/Lease agreement*
- Insurance Policy (homeowner's or renter's)*
- Letter on Official School Letterhead (dated within 90 days prior to application)*
- Medical Claim or Statement of Benefits (from private insurance company or public (government) agency, dated within 90 days of application)*
- Official mail received from a State, County, City or Village or a Federal Government agency (must include first and last name of applicant and complete current address), may include — Homestead Exemption Receipt; Jury Duty Notice (issued within 90 days of application); Selective Service Card; Social Security Annual Statement; Social Security Disability Insurance Statement; Supplemental Security Income Benefits Statement; Voter Registration Card*
- Pay Stub or Electronic Deposit Receipt*
- Pension or Retirement Statement*
- Phone Book, produced by a phone book publisher*
- Report Card from Grade/High School or College/University*
- Tuition invoice/official mail from college or university, dated within the 12 months prior to application*
- Utility Bill (electric, water, refuse, telephone land/cell, cable or gas, issued within 90 days of application)*

Group D documents must contain the applicant's full name and residence address. Documents in Groups A, B or C, that contain the full name and residence address also may be used for Group D. Two residency documents required for REAL ID.

After review of all identification presented, Secretary of State management has the right to accept or refuse any document.

Both lists — acceptable and unacceptable — are subject to change.

Documents marked with (*) are accepted for REAL ID.

Unacceptable Documents

- Bond Receipt or Bail/Bond Card
- Business Card
- Check Cashing Card
- Club/Fraternal Membership Card
- College or University ID Card
- Commercially produced (non-State or unofficial) ID Card
- DHS Card or documents (Department of Human Services)
- Fishing License
- HFS Card (Healthcare and Family Services)
- Handwritten ID/Employment Card
- Hunting License
- Illinois Concealed Carry Card
- Illinois FOID Card
- Instruction Permit/Receipt
- Insurance Card
- International Driving Permit
- Library Card
- Personal Mail
- Traffic Citation (Arrest Ticket)
- Unlicensed Financial Institution Loan Papers
- Vehicle Registration
- Video Club Membership Card
- Wallet ID

DRIVER SERVICES FACILITIES AND HOURS

For information on facility services and holiday closings, please visit ilsos.gov and select "Facility Finder."

DOWNSTATE FACILITIES

Tues. - Fri.8 a.m. to 5:30 p.m.
Wed. - Fri.8 a.m. to 5 p.m.
Sat.7:30 a.m. to Noon
 Aledo706 SE Third St.
 Anna101A Transcraft Dr.
 #Beardstown103 W. 15th St.
 *Belleville400 W. Main St.
 Belvidere425 Southtowne Dr., Ste. 200
 Benton812 N. Main St.
 #Bethalto/E. Alton .20 Terminal Dr., Ste. 103
 #Bloomington.....1510 W. Market
 #Bradley.....111 Village Square
 Cairo216 10th St.
 Canton1015 W. Locust St.
 #Carbondale.....2516 W. Murphysboro Rd.
 Carlinville120 Carlinville Plaza
 *Carmi1128 Oak St.
 Carthage130 Buchanan St.
 Centralia418 S. Poplar St.
 Chadwick236 Main St.
 #Champaign.....2012 Round Barn Rd.
 Charleston1010 "E" St.
 Clinton1255 IL-54 East
 *Decatur.....3149 N. Woodford St.
 #DeKalb.....1360 Oakwood Ave.
 Dixon925 S. Peoria Ave.
 *E.St.Louis.....1468 State St., Ste. 200-300
 #Edwardsville.....1502A Troy Rd.
 *Effingham444 S. Willow St.
 *Fairfield.....307 Market Ave.

Flora39 Greenlaw Blvd.
 *Freeport1054 N. Riverside, Ste. C
 Galena987 Galena Square Dr.
 *Galesburg1066 E. Losey St.
 Gibson City304 W. Second St.
 #Granite City1810 Edison St.
 Greenville321 S. Second St.
 Harrisburg350 Seright St., Ste. C
 Havana210 S. Prairie Ridge Dr.
 *Hillsboro2010 N. School St.
 Hoopston825 W. Elm St.
 *Jacksonville901 W. Morton Ave., Ste. 13
Lincoln Square Shopping Ctr.
 *Jerseyville710 W. County Rd.
 Kewanee715 Tenney St.
 Lacon127 Prairie St.
 LaSalle536 Third St.
 Lawrenceville.....1305 State St.
 Lincoln2200 N. Kickapoo St.
 #Macomb.....466 Deer Rd.
 Marion1905 Rendleman St.
 Mascoutah.....9221 Beller Dr.
 *Mattoon2020 Charleston Ave.
 McLeansboro1105 E. Randolph St., Unit 101
 Mendota108 E. 12th St.
 *Metropolis1112 W. 10th St.
 #Moline/Silvis.....2001 Fifth St., Ste. 10
 Monmouth330 N. Main St.
 Monticello1205 Bear Lane
 #Morris.....425 East Route 6
 Mt. Carmel219 W. Second St.
 Mt. Vernon320 E. Main St.
 *Nashville.....480 N. Kaskaskia St.

Olney1302 S. West St.
 Oregon1302 Pines Rd.
 #Ottawa4111 Progress Dr.
 Paris714 Grandview St.
 *Pekin200 S. Second St.
 #Peoria.....3311 N. Sterling Ave.
 Pinckneyville404 S. First St.
 Pittsfield202 W. Jefferson St.
 *Pontiac507 Crane St.
 #Princeton225 Backbone Rd. East
 Quincy2512 Locust St.
 Rantoul421 S. Murray Rd.
 *Roanoke102A N. 6th St.
 *Robinson1321 E. Main St.
 Rockford CDL4734 Baxter Rd.
 #Rockford Central.....3720 E. State St.
 Salem1375 W. Whittaker St.
 Shelbyville311 N. Cedar St.
 *Sparta202 W. Jackson St.
 *Springfield (No Cycle Drive) 316 N. Klein St.
 *Sterling1224 W. Fourth St.
 Streator201 Danny's Dr., Ste. 6
 Taylorville1400 E. Park St
 Tilton#5 Southgate
 Tuscola211 S. Main St.
 Vandalia13 Old Capitol Shopping Ctr.
 Vienna400 E. Vine St.
 Waterloo1335 Jamie Lane
 Watseka123 W. Walnut St.
 Wyoming111 E. Williams St.

*CDL Written Test only

Non Visa Status TVDL

Mon. - Fri.8 a.m. to 5 p.m.
 #Springfield.....2701 S. Dirksen Pkwy.
 (CDL & Cycle Drives)

CHICAGO/METRO AREA FACILITIES

No CDL Testing (unless noted)

Tues. - Fri.7:30 a.m. to 5 p.m.
Sat.7:30 a.m. to 2 p.m.
 #Aurora339 E. Indian Trail
 #Bridgeview7358 W. 87th St.
 #Chicago Heights.....Prairie State College
331 S. Coolidge St.
 #Chicago North5401 N. Elston Ave.
 #Chicago South.....9901 S. Martin Luther King Dr.
 #Chicago West5301 W. Lexington Ave.
 #Deerfield (No Cycle Drives) 405 Lake Cook Rd.
 #Des Plaines.....1470 Lee St.
 #Elgin595 S. State St.
 #Joliet201 Joyce Rd.
 #Lake Zurich (CDL Written) .951 S. Rand Rd.
 #Lombard837 S. Westmore Ave., B27
 #Melrose Park1903 N. Mannheim Rd.
 #Midlothian14434 S. Pulaski Rd.
 #Naperville931 W. 75th St., Ste. 161
 #Plano (CDL Written)236 Mitchell Dr.
 #Schaumburg1227 E. Golf Rd.
 #Waukegan617 S. Green Bay Rd.
 #Woodstock428 S. Eastwood Dr.

SPECIAL SITES

No Drives & No CDL Testing

Mon. - Fri.8 a.m. to 5 p.m.
 Chicago Central.....100 W. Randolph St. (Lower Level)

& By Appointment Only
Non Visa Status TVDL

COMMERCIAL TRUCK/BUS CENTERS

CDL Written Exams Available Anytime
 CDL Drives By Appointment Only

Tues.8 a.m. to 5:30 p.m.
Wed. - Fri.8 a.m. to 5 p.m.
Sat.7:30 a.m. to Noon
 Bradley111 Village Square
 Charleston.....1010 "E" Street
 Danville/Tilton#5 Southgate
 DeKalb1360 Oakwood Ave.
 Marion1905 Rendleman St.
 Mascoutah.....9221 Beller Dr.
 Moline/Silvis.....2001 Fifth St., Ste. 10
 Olney1302 S. West St.
 Peoria3311 N. Sterling Ave.
 Princeton225 Backbone Rd. East
 Quincy2512 Locust St.
 Rantoul421 S. Murray Rd.
 Rockford CDL.....4734 Baxter Rd.
 Salem1375 W. Whittaker St.

Mon. - Fri.8 a.m. to 5 p.m.
 Springfield2701 S. Dirksen Pkwy.

Tues. - Fri.7:30 a.m. to 5 p.m.
Sat.7:30 a.m. to 2 p.m.
 Elk Grove Village650 Roppolo Dr.
 Lake Zurich (No CDL Drives) .951 S. Rand Rd.
 Plano (No CDL Drives).....236 Mitchell Dr.
 South Holland41 W. 162nd St.
 &West Chicago721 Kress Rd.

Visit www.ilsos.gov/fastpass
 to schedule a CDL Drive Appointment.

EXPRESS FACILITIES

Vision Screening Only (unless noted)

Mon. - Fri.8 a.m. to 5 p.m.
 Chicago Diversey4642 W. Diversey Ave.
 Lockport (Non-CDL Written).....1029-31 E. 9th St.

Mon. - Fri.9 a.m. to 4 p.m.
 Orland Park14807 S. Ravinia Ave.

Wed., Thurs., Fri.9 a.m. to 4 p.m.
 Roscoe10631 Main St.

Tues.8 a.m. to 5:30 p.m.
Wed. - Fri.8 a.m. to 5 p.m.
Sat.7:30 a.m. to Noon
 Rockford Express3214 Auburn St.

For more information or to
 schedule an appointment:

ilsos.gov

General Inquiry Hotline:

800-252-8980

Chicago Area: 312-793-1010

Appointment Hot Line:

844-817-4649

REAL ID

goes into effect
May 3, 2023.

Your current Illinois driver's license or ID card (DL/ID) will be accepted at airports until May 3, 2023. We are providing you with the choice either to obtain a REAL ID card or to keep a standard card. Take time to know your options.

You **NEED** a REAL ID if:

- You do **not** have a valid U.S. passport or passport card; AND
- You use airplanes as a mode of domestic transportation; or
- You visit military bases; or
- You visit secure federal facilities.

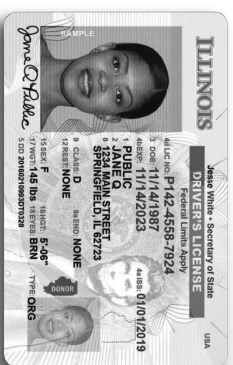
You **DO NOT NEED** a REAL ID if:

- You have a valid U.S. passport or passport card; or
- You do **not** use airplanes as a mode of domestic transportation; or
- You do **not** visit military bases; or
- You do **not** visit secure federal facilities.

Know your options.

Make the choice that is right for you.

Federal Limits Apply



Application Process for Standard Driver's License or ID

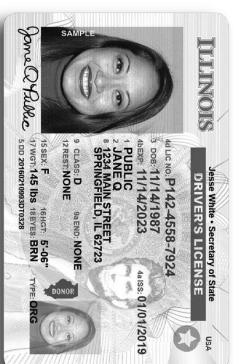
If your DL/ID is currently valid and not expiring soon, you do not need to do anything.

STEP 1: If your DL/ID is expiring soon, visit a Secretary of State Driver Services facility and take your photo and the required exams.

STEP 2: Receive a temporary, secure paper DL/ID at the facility.

STEP 3: After review and verification of documents have been conducted, your new permanent standard DL/ID will be mailed to you within 15 business days.

Fees for a Real ID and a standard DL/ID are the same.



REAL ID
Gold Star
Designation

Application Process for REAL ID Driver's License or ID

STEP 1: Visit a Secretary of State Driver Services facility and take your photo and the required exams.

STEP 2: All applicants must provide proof of identity. (Examples are: a certified U.S. birth certificate, a U.S. passport, an employment authorization document, a permanent resident card or a foreign passport with an approved I-94 form.) *Name change documents, such as **certified copies of a marriage certificate**, etc., will be required if the applicant presents a certified birth certificate with a name different from his/her current name. Please note: **Multiple name change documents will be required if your name has changed multiple times.**

STEP 3: All applicants must provide proof of full Social Security number (SSN). (Examples are: an SSN card, a W-2 or a pay stub with full SSN.)

STEP 4: All applicants must provide two current residency documents with the applicant's name. (Examples are: a utility bill, rental agreement, deed/title or bank statement.)

STEP 5: All applicants must provide proof of signature. (Examples are: a credit/debit card, canceled check or current Illinois DL/ID.)

STEP 6: Receive a temporary, secure paper DL/ID at the facility. *Please note that the TSA and federal agents will not accept the paper document.

STEP 7: After review and verification of documents have been conducted, your new permanent REAL ID card will be mailed to you within 15 business days.



For domestic travel, a U.S. passport or a REAL ID card is acceptable. For international travel, a U.S. passport is necessary.

For additional information about passports:
npic@state.gov or 877-487-2778

*For a complete list of acceptable documents for steps 2-5, please visit:

REALID.ILSOS.GOV



What you need to know about the Illinois REAL ID Program

For Illinois residents who fly domestically, effective May 3, 2023, the federal government will require you to use a valid U.S. passport or obtain a REAL ID from the Illinois Secretary of State's office. Not every person needs a REAL ID card, which is why we offer you a choice. You decide if you need a REAL ID or standard DL/ID.

The application process for a REAL ID-compliant driver's license/identification card requires enhanced security measures that meet mandated federal guidelines. Even if you already have a standard DL/ID, you must provide documentation confirming your identity, Social Security number, residency and signature.

If you want to apply for a REAL ID, please come prepared with the necessary documents. Please visit our website at www.REALID.ilsos.gov and use the interactive document checklist to help ensure you bring in the right documents to the Driver Services facility. In addition, please be patient as the process takes longer at the facility due to the multiple documents required by the federal government.

Sincerely,

Jesse White

Jesse White
Secretary of State

Action	Standard DL/ID	REAL ID DL/ID
Driving (DL only)	YES	YES
Using for general identification purposes	YES	YES
Boarding a domestic flight (U.S.) after May 3, 2023	NO	YES
Entering a military base or secure federal facility	NO	YES

For additional information:

833-503-4074

or visit:

REALID.ilsos.gov.

JESSE WHITE
SECRETARY OF STATE

Know your options before choosing your next driver's license or state ID card.





Office of the Secretary of State Jesse White
ilsos.gov

FAQ Driver Services

Is it possible for me to obtain a copy of my own or another person's driving record?

Yes. An [abstract of a driving record](#) can be purchased [online](#) in person at a Driver Services Facility or by writing the Secretary of State, 2701 S. Dirksen Parkway, Springfield, IL 62723. [Facility Finder](#) . [How to Read Your Driving Record](#)

If you are the parent or legal guardian of a minor person (under age 18) and are requesting the driving record of that minor person, the requestor must submit a notarized written permission of the person listed on the request form to obtain the driving record and pay the \$12 fee.

If you are an immediate family member (parent/legal guardian, brother, sister, spouse, grandparent, child or grandchild) of the adult person (age 18 or older) and are requesting the driving record of that adult person, the requestor must submit a notarized written permission of the person listed on the request form to obtain the driving record and pay the \$12 fee.

The cost for a certified [abstract of a driving record](#) is \$12.00. If you are purchasing another person's driving record, you must provide the driver's full name, sex and date of birth or driver's license number. Before any information will be released, notification will be sent to the person whose record has been requested, giving the date and name of the person making the request.

Disclosing an address or other personal information about a licensee is prohibited. However, convictions, withdrawals and crashes will be furnished.

I received a traffic ticket last year. How long will it stay on my driving record?

Moving violations such as speeding, disregarding a traffic control light, improper lane usage, etc. remain on a driver's record for four to five years from the date of conviction. If the ticket forms the basis for a suspension or revocation, the information will be carried on your driving record for a minimum of seven years from the date of reinstatement. Alcohol/drug offenses remain on a driver's record for a lifetime.

How often do I have to be tested to keep my driver's license?

A driver is required to take a written test at least once every eight years if traffic convictions have occurred. Everyone must have his or her vision screened when applying for a renewal, with the exception of Safe Driver Renewals. All persons age 75 or older must take a driving test at each renewal. Drivers age 81-86 must have their licenses renewed every two years, while persons age 87 and older must renew annually.

Can I renew my license before my renewal letter arrives in the mail?

Yes. The renewal letter is not required to renew a driver's license. The license may be renewed up to one year before the expiration date.

How can I renew my Illinois driver's license while I am temporarily out-of-state?

You can request renewal forms by writing the Secretary of State, Attn: Special License and Re-Examination Unit, 2701 S. Dirksen Parkway, Springfield, Illinois 62723 or by telephoning 217-782-2720. You may be eligible to renew your driver's license through the Safe Driver Renewal Program. You may inquire about Safe Driver Renewal by writing Secretary of State, Attn: Safe Driver Renewal, Central Services Section, 2701 S. Dirksen Parkway, Springfield, Illinois 62723 or by calling 217-785-1424.

I am temporarily out-of-state and have lost my Illinois driver's license. What are my options?

Please telephone the Special License and Re-Examination Unit of the Secretary of State's office at 217-782-2720. They will provide information on receiving an application for a duplicate driver's license that will be mailed to you at your out-of-state address.

I am in the military, stationed outside the state of Illinois, and my license is expiring. How can I renew without coming back to Illinois?

As a member of the military stationed outside the state of Illinois, you, your spouse and children living with you may all have the expiration of your driver's licenses deferred for up to 120 days after your discharge or reassignment to a military base in Illinois. Military Deferral Certificate(s) to be carried with your expired Illinois driver's license can be issued at no charge and mailed to your out-of-state address.

In order to obtain a Military Deferral Certificate, mail a copy of your current Illinois driver's license, a copy of the front and back of your Military Identification Card and your out-of-state address to the Secretary of State, License and Medical Review Unit, 2701 S. Dirksen Parkway, Springfield, IL 62723. You may also email the information to MilitaryDeferral@ilsos.gov

You may also inquire about fully renewing the Illinois driver's license with the Special License and Re-Examination Unit of the Secretary of State's office. You can request renewal forms by writing the Secretary of State, Attn: Special License and Re-Examination Unit, 2701 S. Dirksen Parkway, Springfield, Illinois 62723 or by telephoning 217-782-2720.

If you have questions regarding a Military Deferral Certificate, you may contact the License and Medical Review Unit at 217-782-2720.

You also may be eligible to renew your driver's license through the [Safe Driver Renewal Program](#).

It may be helpful to know that Illinois drivers can renew their licenses up to one year before a four-year or two-year license expires, or six months before a one-year license expires.

What is the difference between a suspension and a revocation?

Suspension means that you temporarily lose your driving privileges for a designated period of time or until you meet certain reinstatement requirements. Revocation means that your driving privileges are taken away indefinitely. If revoked, you may not reapply for your license for at least one year.

What is a Statutory Summary Suspension?

If you are arrested for driving under the influence of alcohol, other drugs and/or intoxicating compounds (DUI), the arresting officer will request that you submit to chemical testing. Refusal to submit to this testing will result in a 12 or 36-month suspension. Submission to testing that reveals a blood alcohol concentration of 0.08 or more or any amount of a drug, substance, or compound resulting from the unlawful use or consumption of cannabis, a controlled substance or unlawful use of an intoxicating compound will result in a 6 or 12-month suspension.

What is a Field Sobriety Suspension?

A police officer who has reasonable suspicion to believe that a person driving or in actual physical control of a motor vehicle is impaired by the use of cannabis may ask the driver to submit to standardized field sobriety tests. If a driver refuses or fails to complete standardized field sobriety tests or if the tests disclose that the driver is impaired by the use of cannabis, a field sobriety test suspension will be imposed. Field sobriety test suspensions are automatic and effective on the 46th day from the date of the suspension notice. This suspension does not replace criminal penalties for a DUI conviction. An offender may request a judicial hearing to challenge the suspension however, the request does not stop the suspension from taking effect. A person's driver's license may be suspended for both a field sobriety test suspension and a statutory summary suspension at the same time.

I received a Statutory Summary Suspension/Field Sobriety Suspension. When will it terminate?

Provided the minimum period of suspension has elapsed, the suspension will terminate after the required \$250 reinstatement fee has been paid and the appropriate entry has been made to your driving record. A second or subsequent suspension requires payment of a \$500 reinstatement fee. During the period of this suspension, your driver's license is retained by the court wherein your DUI case was processed, and you will need to contact that court regarding the return of your driver's license.

I received a Statutory Summary Suspension. How do I apply for driving relief?

If you are a first-time offender or first-time DUI offender, you may be eligible for a [Monitoring Device Driving Permit](#). This permit will allow you to drive to any location at anytime during your suspension with the requirement that you drive a car equipped with a Breath Alcohol Ignition Interlock Device (BAIID).

What is a Zero Tolerance Suspension?

A driver under age 21 who is arrested for any violation of the Illinois Vehicle Code will be asked to submit to chemical testing if the arresting officer has reason to believe the driver has consumed any amount of an alcoholic beverage. Refusal to submit to this testing will result in a six- or 24-month suspension. Submission to testing that reveals a blood alcohol concentration of more than 0.00 will result in a three- or 12-month suspension.

What happens if I am convicted of DUI?

If you are convicted of a DUI, your driver's license and driving privileges will be revoked for a minimum of one year for the first offense, five years for a second offense committed within a 20-year period, 10 years for a third offense and lifetime revocation for a fourth or subsequent offense.

However, if you are under age 21 at the time of the DUI conviction, your driver's license and driving privileges will be revoked for a minimum of two years for your first offense; a second offense will result in a license revocation for a minimum of five years or until your 21st birthday, whichever is longer; third offense a minimum of 10 years; and a lifetime revocation for a fourth or subsequent offense.

How can I pay a driver's license reinstatement fee owed to the Secretary of State's office for a suspension or revocation?

A \$70, \$250 or \$500 reinstatement fee for a suspension or a revocation can be paid by mail with a check, cashier's check or money order made payable to the Secretary of State with the affected driver's license number written on the front of the fee. Our mailing address is Secretary of State, Driver Services Department, 2701 S. Dirksen Parkway, Springfield, Illinois 62723.

Suspension and revocation fees may be paid by telephone using a Visa, MasterCard or Discover credit card by calling 217-785-8619. The \$250 or \$500 fee for a Statutory Summary Suspension and the \$70 Zero Tolerance Suspension fees can be mailed to the DUI Section at the address above. To pay the reinstatement fee with a Visa, MasterCard or Discover credit card, please call 217-782-3619.

A \$70 reinstatement fee for the Zero Tolerance Suspension, and the \$250 and \$500 fees for Statutory Summary Suspensions and Revocations may only be paid to the Springfield office. All other reinstatement fees may be paid in person at our Springfield office or at the Chicago Public Service Center at 17 North State St., Suite 1000 in Chicago. Additional reinstatement fee processing is available at certain [Driver Services Facility](#). For information on facility hours, addresses and types of services offered, please select a [Driver Services Facility](#) or call either the Secretary of State's toll-free number at 1-800-252-8980 or the Secretary of State's Chicago Information Line at 312-793-1010.

You can also pay online. [Pay Driver's License Reinstatement Fees](#)

My driving privileges are suspended. Am I eligible for a Probationary License?

To be eligible for a Probationary License, you must be suspended for three months or less for being convicted of three moving traffic violations issued within a 12-month period. You must have a driver's

license, which is not expired, in your possession and you must be at least 21 years of age. You also must attend an eight-hour Defensive Driving Class. A Probationary License will not restrict you to driving during certain hours or within a certain radius. Contact the Special License and Re-Examination Unit of the Secretary of State's office at 217-782-2720 to begin the process.

What is Illinois' seat belt law?

The driver and all occupants are required to be protected by a safety belt or safety restraint system, regardless of age.

Passengers under age 16 regardless of location in the vehicle must be protected by a safety belt or restraint system. Refer to the [Child Passenger Protection Act](#).

Drivers under age 18 are currently required to limit passengers to one in the front seat and the number of seat belts in the back seat. However during the first six months of their license (or until they reach the age of 18, whichever occurs sooner) they are limited to only one passenger under the age of 20 (except immediate family which includes siblings or children of the driver). All passengers under age 18, with a driver under age 18, regardless of location in the vehicle must be belted. Refer to the [Graduated Licensing System](#).

How do I get my license and registration corrected if my name or address changes?

Within 10 days of changing your name or address, you must notify the Secretary of State by visiting a Driver Services facility or by writing to the Driver Services Department, Central Services, 2701 S. Dirksen Parkway, Springfield, Illinois 62723. If you wish to have a new driver's license reflecting the change, you must visit a driver facility and pay a \$5 fee. To change your address, you can use the online [Address Change Notification](#) to transmit notification of address changes to the Driver Services Department. Please be sure to include your Driver's License or Identification Card number and registration number. A change of name for driver's license or ID card must be completed at a Driver Services facility. A CDL holder must obtain a corrected driver's license within 30 days of any such change.

I'm a new Illinois resident. How do I get a driver's license and automobile registration?

As a new Illinois resident, you may continue to drive on your valid out-of-state driver's license for 90 days. CDL holders must notify the Secretary of State's office within 10 days of a change in their name and/or address and must obtain a corrected CDL within 30 days of any such change. To obtain a new driver's license, you must visit a [Driver Services facility](#) to surrender your out-of-state license and pass a vision screening, written exam and possibly a drive exam. (Note: Express facilities do not process out of state transfers or offer written testing.) You must change your vehicle registration within 30 days by filling out a form at a Driver Services facility.

What can I do if I don't receive my license plate sticker renewal notice before it expires?

Visit your nearest Driver Services facility (outside Cook County) to obtain a registration application, or call 1-800-252-8980. If you reside in the Chicago area, call 312-793-1010.

I received an enforcement notice in the mail for a parking ticket that I believe was not issued to my vehicle. What can I do to contest this action?

If the ticket notice is from the City of Chicago, you can work with the city to request a mail-in hearing to have a city hearing officer review the ticket to determine proper liability. To do so, you will need to send a written request for a mail-in hearing to the City of Chicago, Bureau of Parking Enforcement, 121 N. LaSalle Street, Room 107, Chicago, Illinois 60602.

Accompanying your request should be proof that the vehicle described in the ticket enforcement notice is not your vehicle, such as a copy of your vehicle's license registration card, or proof that your vehicle was not at the place indicated on the ticket at the stated time, such as a copy of your time sheet from work or a letter from your employer. For more information on contesting a Chicago parking ticket, please call 1-312-744-7275.

If the ticket notice is from another municipality, the ticket often can be contested in a manner similar to that of Chicago tickets. Contact the municipality for more information.

I have moved out-of-state and wish to obtain a new license. The licensing authorities in that state require that I provide them with a letter of clearance as proof that my Illinois license is valid. How can I obtain a clearance letter?

All states were notified that as of Oct. 1, 1997, Illinois no longer issues clearance letters. States should perform record checks through the Problem Driver Pointer System. If the other state's licensing authority insists on having written proof of the validity of your driving privileges, you may obtain a copy of your driving record [Purchase your Driving Record Abstract](#).

I was hit by an uninsured motorist who was at fault in the crash. Can something be done to help me collect damages?

You should submit an Illinois Crash Report to the Illinois Department of Transportation Police Crash Report Office, 2300 S. Dirksen Parkway, Room 019, Springfield, IL 62764-0001, 217-782-4518. In the report you should indicate that the party was uninsured and request that the case be certified to the Secretary of State for suspension under the Safety and Financial Responsibility Law. Once the case is certified, our office will suspend the driver's license of the at-fault uninsured driver and the license plates of the uninsured owner involved in the crash. The suspension will remain in effect until restitution is made to you or until other requirements set by statute are met.

Another option available to you is to file a court judgment against the uninsured motorist. If the judgment remains unsatisfied for 30 days, you may submit it to our office for suspension. For additional information, contact the Safety and Financial Responsibility Section, 2701 S. Dirksen Parkway, Springfield, Illinois 62723, 217-782-3720.

What is a Failure to Pay Fines stop?

A Failure to Pay Fines stop is the result of a request by an Illinois Circuit Clerk's office for non-payment of court imposed fines. Senate Bill 682 will include out-of-state failure to pay effective upon the Governor's signature.

How do I clear a Failure to Pay Fines stop?

You will need to contact the Circuit Clerk's office in the county the violation was processed to find out the amount of the fine and how to pay it. Once you satisfy the fines, you need to obtain a Failure to Pay Fines Receipt. This receipt may be presented to a representative at an Illinois Driver Services Facility, unless the violation occurred in Cook County (all Cook County Court receipts are reported directly to the Secretary of State's Office by the courts) or you may mail it to Secretary of State, 2701 S. Dirksen Parkway, Springfield, Illinois 62723. A Failure to Pay fine stop will prohibit you from renewing your driver's license or from changing your driver's license information. Since this is not a suspension of driving privileges, there is no reinstatement fee required.



Office of the Secretary of State Jesse White
ilsos.gov

Driver's License/State ID Card FAQs Driver Services

I have lost my driver's license. How can I get a replacement?

You should first contact the local police department to report your lost or stolen driver's license. You may purchase a [duplicate license online](#). A replacement driver's license will be mailed to your Illinois address within 7-10 days.

If you are in Illinois, a duplicate driver's license can be issued at any [Driver Services Facility](#) in the state. You will need to present [acceptable identification](#) and pay a [fee](#).

If you are out-of-state, please call the Special License and Re-Examination Unit at 217-782-6901. If you plan to return to Illinois within 90 days, you may request that a 90-day temporary driver's license be mailed to you at your out-of-state address. If you will be out-of-state for more than 90 days, the Secretary of State's office will mail you the forms to apply for a duplicate driver's license. You may also request a duplicate driver's license by emailing this office with your full name, Illinois driver's license number, date of birth, out-of-state address and your date of return to Illinois.

Can I renew with Safe Driver Renewal?

If your driving record contains no convictions or accidents for the past four years, you may be eligible to renew your driver's license through the [Safe Driver Renewal Program](#).

If you have received a renewal notice in the mail indicating you are eligible for Safe Driver Renewal, you may renew online or use the touch tone system at (866) 545-9607. Internet and touch-tone renewal is available 24-hours-a-day, seven-days-a-week.

Illinois drivers can renew their licenses up to one year before a four-year license expires.

I am temporarily out-of-state and have lost my Illinois driver's license. What are my options?

If you plan to return to Illinois within 90 days and your license is still valid, you may request that a 90-day temporary driver's license be mailed to you at your out-of-state address. If you plan to be out-of-state for

more than 90 days, you may request that forms to apply for a duplicate driver's license be sent to you. You may telephone the Special License and Re-Examination Unit of the Secretary of State's office at 217-782-6901.

I am in the military, stationed outside the state of Illinois, and my license is expiring. How can I renew without coming back to Illinois?

As a member of the military stationed outside the state of Illinois, you, your spouse and children living with you may all have the expiration of your driver's licenses deferred for up to 120 days after your discharge or reassignment to a military base in Illinois. Military Deferral Certificate(s) to be carried with your expired Illinois driver's license can be issued at no charge and mailed to your out-of-state address.

In order to obtain a Military Deferral Certificate, mail a copy of your current Illinois driver's license, a copy of the front and back of your Military Identification Card and your out-of-state address to the Secretary of State, License and Medical Review Unit, 2701 S. Dirksen Parkway, Springfield, IL 62723.

If you have questions regarding a Military Deferral Certificate, you may contact the License and Medical Review Unit at 217-782-2720.

You also may be eligible to renew your driver's license through the [Safe Driver Renewal Program](#).

It may be helpful to know that Illinois drivers can renew their licenses up to one year before a four-year or two-year license expires, or six months before a one-year license expires.

Is it true that the minimum driving age is being raised to 18? How can I find information on teen driver's licensing requirements?

The widespread rumor about a change in the minimum driving age from 16 to 18 is false. For complete information on licensing requirements and sanctions for teen drivers, please review the [Illinois Graduated Licensing Program](#).

The Illinois State Board of Education administers high school driver education programs and issues blue slips. For information on these, please call the Board at 217-782-5256.

For information regarding a Commercial driver training school, contact the Commercial Driver Training Section at 847-437-3953.

How do I obtain a copy of my driving record or a letter of clearance?

If you are requesting your own driving record and you have the information from your most recently issued Illinois driver's license, you may [purchase and print your certified driving record](#). If you are the parent or legal guardian of a minor person (under age 18) and are requesting the driving record of that minor person, the requestor must submit a notarized written permission of the person listed on the request form to obtain the driving record and pay \$12.

If you are an immediate family member (parent/legal guardian, brother, sister, spouse, grandparent, child or grandchild) of the adult person (age 18 or older) and are requesting the driving record of that adult person, the requestor must submit a notarized written permission of the person listed on the request form to obtain the driving record and pay \$12.

The Illinois Secretary of State no longer issues clearance letters. If another state insists on written proof of your driving status in Illinois, you may request a certified copy of your driving record for the licensing authorities in that state. For further information, you may contact the Abstract Information Unit at 217-782-2720.

My driver's license is suspended. Can I apply for a permit to drive to work or school?

To apply for restricted driving privileges (RDP) during the period of suspension, you should contact an informal hearing officer at a Driver Services Facility. The hearing officer will review your driving record and explain the requirements and procedures to apply for driving relief. Please call the facility to determine the availability of the hearing officer. All informal hearings are held on a walk-in basis. Review the [Informal hearing officer locations](#).

My child has an Illinois instruction permit. Can he/she drive in other states while we are on vacation?

Illinois law allows a person with a valid instruction permit issued in another state to drive a vehicle when traveling through our state, as long as that person is driving within the parameters of the permit and has the permit in their immediate possession.

Most states reciprocally recognize the Illinois instruction permit. You may, however, wish to contact the local law enforcement agencies of the state in which you will be traveling.

I will be working in/moving to Illinois. How do I obtain a driver's license?

Drivers moving to Illinois may use their valid driver's license from their home state or country for 90 days. You may obtain an Illinois driver's license or identification card only if you are becoming a legal resident of Illinois. If you have a valid driver's license from another state or country, you may use it to drive in Illinois throughout your stay (if you do not plan to become a permanent resident of this state). Illinois does not recognize the international driver's license.

To receive an Illinois driver's license or ID card, you must provide [acceptable identification](#) to prove name, date of birth, Illinois residency, Social Security Number and your signature for comparison.

To obtain an Illinois driver's license, you must successfully complete a vision screening, written examination and possibly a driving examination, and pay the [appropriate fee](#). An Illinois driver's license is valid for four years. An Illinois ID card is valid for five years.

How can I obtain a motorcycle driver's license?

If you wish to obtain a [motorcycle](#) classification on your driver's license, you must pass a separate motorcycle written and road examination. The two classifications are Class L for motor-driven cycles with

less than 150 cc and Class M for motorcycles.

If you are age 18 or over, you may apply for a 12-month instruction permit to operate a Class L or Class M motorcycle. It allows you to drive only during daylight hours, under the direct supervision of a licensed motorcycle operator. If you are under age 18 and have successfully completed driver education, you may apply for a 24-month instruction permit to operate a motor-driven cycle Class L (under 150 cc). It allows you to drive only during daylight hours, under the direct supervision of a licensed motor-driven or motorcycle operator.

An instruction permit for a Class M license may be issued to an applicant under age 18 only after successful completion of an approved driver education course and documentation of enrollment in an Illinois Department of Transportation (IDOT) Motorcycle Rider Education course. For more information on classes, please visit [IDOT's Motorcycle Safety Program](#) on the web or call 217-785-1181.

To initially obtain a Class L or Class M license, a person age 18 or older who successfully completes an IDOT motorcycle training course will not be required to pass a driving or written examination at a [Driver Services Facility](#). Review the [Illinois Motorcycle Operator Manual](#).

How can I find information on Illinois driving and traffic laws?

For general information, please refer to the [Illinois Rules of the Road](#).

To review specific statutes, the text of the Illinois Vehicle Code is on the [Illinois General Assembly's Web site](#). Choose Illinois Compiled Statutes, then Chapter 625. To obtain a copy of the Illinois Vehicle Code (480 pages), please call 217-782-7132 or write to Secretary of State, Forms Distribution Center, 501 S. Second St., Springfield, IL 62756.

How do I report the death of a card holding relative (Deceased Notification)?

Upon the death of a card holder, please submit a copy of the certified death certificate along with the Driver's License and/or Identification Card (if available) to:

Secretary of State
Central Services Section
2701 S. Dirksen Pkwy.
Springfield, IL 62723

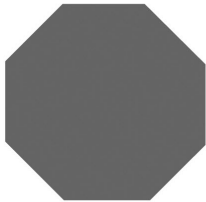



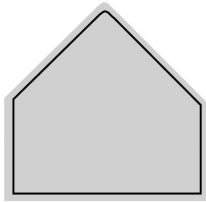
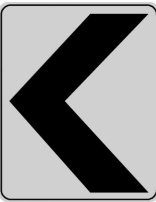
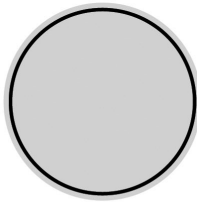
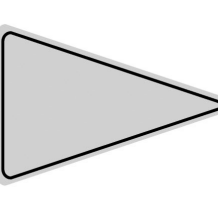







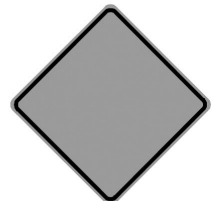
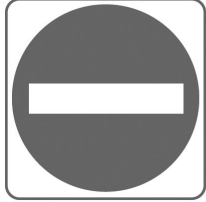

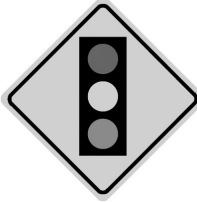

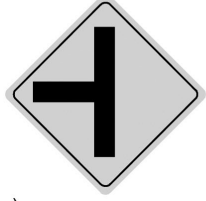


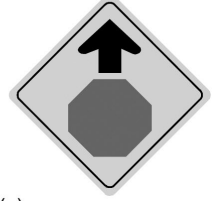
If you are a relative of the decedent and would like to keep the driver's license, please visit the attending coroner or nearest [Driver Services Facility](#) and fill out the Invalidation of a Driver's License or Permit Form. This form is in compliance with Chapter 625, paragraph 5/6-301.3 of the Illinois Compiled Statutes. If you have any questions please contact Central Services at 217-785-1424.

WRITTEN EXAM — TRAFFIC SIGN IDENTIFICATION

Place the correct number in the space below each of the signs on the following page.

1. Winding Road Ahead
2. Crossroad
3. Divided Highway
4. Do Not Enter
5. Downgrade
6. Merge
7. No Passing Zone
8. No Right Turn
9. No U-Turn
10. Pedestrian Crossing
11. Persons with Disabilities Parking
12. Railroad Warning
13. Reduction in Lanes
14. Road Construction/Maintenance Area
15. School Zone and Crossing
16. Side Road
17. Slippery When Wet
18. Slow-Moving Vehicle
19. Stop
20. Stop Sign Ahead
21. Traffic Signal Ahead
22. Two-Way Traffic
23. Warning of a Change in Direction or Narrowing of Roadway
24. Yield Right of Way

TRAFFIC SIGN IDENTIFICATION

 (a) _____	 (b) _____	 (c) _____	 (d) _____
 (e) _____	 (f) _____	 (g) _____	 (h) _____
 (i) _____	 (j) _____	 (k) _____	 (l) _____
 (m) _____	 (n) _____	 (o) _____	 (p) _____
 (q) _____	 (r) _____	 (s) _____	 (t) _____
 (u) _____	 (v) _____	 (w) _____	 (x) _____

WRITTEN EXAM — SAMPLE QUESTIONS

Place an “x” next to the correct answer.

1. Cellphone use while driving is permitted as long as the driver is using a hands-free device.
 True False
2. Illinois law requires children under age 8 to be secured by a restraining system or seat belt when traveling in a motor vehicle.
 a. Anywhere in the vehicle.
 b. In the front seat only.
 c. In the back seat only.
 d. Never, this is not a law.
3. A parent or legal guardian may request that the driver’s license of a minor be canceled at any time prior to age 18.
 True False
4. When passing another vehicle, a driver should wait until the entire car being passed is visible in the rearview mirror before turning back into the right-hand lane.
 True False
5. After making a complete stop and yielding to traffic or pedestrians within the intersection, it is permissible for drivers on a one-way street to turn left at a red light onto another one-way street that moves traffic to the left.
 True False
6. How should a driver proceed if within an intersection waiting to make a left turn and the traffic signal light turns red?
 a. Wait in the intersection until the light turns green.
 b. Yield to oncoming traffic and complete the turn.
 c. Make sure it is clear, then back up from the intersection.
7. When on a two-lane roadway, drivers must stop their vehicle if approaching a stopped school bus with its red warning lights flashing and stop signal arm extended.
 True False
8. When an authorized vehicle using its sirens and flashing lights approaches a vehicle, the driver should pull to the right-hand edge of the roadway and wait for the emergency vehicle to pass.
 True False
9. Your driving privileges will be suspended if you are convicted of illegally passing a stopped school bus.
 True False
10. A driver may pass another vehicle by driving on the shoulder of the road.
 True False
11. It is permissible to make a right turn against a red signal light after stopping and yielding to other vehicles and pedestrians.
 True False
12. A driver must give the right- or left-turn signal when changing lanes.
 True False
13. In urban areas, drivers moving out of an alley, building, private road or driveway do not need to come to a complete stop before entering the roadway if the roadway is clear of traffic.
 True False
14. For what distance should a continuous turn signal be given when making a left or right turn in a business or residential district?
 a. Not less than 50 feet before turning.
 b. Not less than 75 feet before turning.
 c. Not less than 100 feet before turning.

15. When waiting at an intersection and the traffic signal light turns green, a driver should look to the left and then right before proceeding into the intersection.
 True False
16. What should drivers do when approaching a construction area?
 a. Increase their speed to get out of the way quickly.
 b. Slow down, stop all wireless telephone communications and yield the right of way.
 c. Honk their horn several times to alert individuals working in the area of their presence.
17. Drivers are not required to yield to pedestrians in a crosswalk.
 True False
18. It is permissible for anyone to wear a headset while driving.
 True False
19. Speed should be reduced below the posted speed limit for which of the following reasons:
 a. Driver is driving in unfavorable weather conditions.
 b. Driver is approaching and crossing an intersection.
 c. Both of the above.
20. Slow vehicles should use the right-hand lane except when passing or making a left turn.
 True False
21. When must a driver slow down for a school zone?
 a. On school days between 7 a.m. and 4 p.m. when children are present and signs are posted.
 b. On weekends.
 c. Only during recess.
22. When parked, drivers may open car doors on the side on which traffic is moving only when it can be done safely and without interfering with traffic.
 True False
23. It is permissible to pass on a two-lane, two-way roadway within 100 feet of an intersection or railroad crossing.
 True False
24. Only vehicles displaying special plates or parking placards for persons with disabilities may park in spaces reserved for them by an official PARKING FOR PERSONS WITH DISABILITIES sign.
 True False
25. Unless authorized to do so, drivers may not break into the line of a funeral procession.
 True False
26. When a motorist is turning right and a bicyclist is approaching on the right, the motorist must allow the bicyclist to go through the intersection first before making the turn.
 True False
27. A driver does not need to allow as much distance when following a motorcycle as when following a car.
 True False
28. Motorcyclists are entitled to use the full width of a traffic lane; therefore, a driver should pass a motorcycle the same way as passing another vehicle.
 True False
29. When following a vehicle at night it is important to dim your high beams.
 True False
30. When approaching a disabled pedestrian using a guide dog, white cane or other assistive device, a driver should yield the right of way.
 True False

31. If arrested with a blood-alcohol concentration of .08 percent or more, an individual's driving privileges will be suspended for at least six months.
 True False
32. Alcohol is the single greatest factor in fatal motor vehicle crashes.
 True False
33. What is the only effective way to remove alcohol from the body?
 a. Strong coffee.
 b. Time.
 c. Cold shower.
34. If a driver is arrested for DUI and refuses to submit to testing, driving privileges will be suspended for 12 months.
 True False
35. A driver whose license has been revoked as a result of DUI must meet several requirements, including an evaluation for alcohol and drug problems and paying a reinstatement fee, to regain his/her license.
 True False
36. It is illegal for persons under age 21 to drive with any trace of alcohol or drugs in their system.
 True False
37. Regardless of fault, a crash report must be filed by the driver of a vehicle if the crash involves death, bodily injury or property damage of more than \$1,500 (or more than \$500 if a vehicle is uninsured).
 True False
38. Before a driver can regain driving privileges after losing them for failure to pay for damages caused by a crash, the driver must file proof of financial responsibility with the Secretary of State's office.
 True False
39. If you are involved in a traffic crash, you should stop your vehicle in a safe, well-lighted public place that does not obstruct traffic, if able to do so.
 True False
40. Driving privileges may be revoked for giving false information to the Secretary of State's office.
 True False
41. What should a driver do when approaching a traffic control signal that is not in operation?
 a. Come to a full stop and yield the right of way before entering the intersection.
 b. If the intersection is clear, the driver does not need to stop.
 c. Drive quickly through the intersection to get out of the way of other vehicles.
42. If a traffic light shows both a red light and a green arrow at the same time, a driver may not turn in the direction of the arrow until the red light has changed.
 True False
43. Drivers may pass on a two-lane roadway marked with a single solid yellow line on their side of the center line.
 True False
44. A railroad crossing sign should be treated the same as a yield sign.
 True False
45. All vehicles are required to stop within how many feet of the nearest rail of a railroad crossing when a train is approaching?
 a. between 15 and 50 feet.
 b. between 5 and 10 feet.
 c. 10 feet.
46. When approaching a railroad crossing that has no warning signals (such as electric flashing lights or gates), a driver should look, listen and slow down.
 True False

47. After a train clears a crossing that has flashing signals, drivers may proceed after checking for a second train on another track and the lights have stopped flashing.
 True False
48. If moving with a stream of vehicles across a railroad track, it is safe to stop on the track for a short period of time.
 True False
49. The road surface of a bridge may be dangerous in winter due to becoming icy while the rest of the roadway remains clear.
 True False
50. When driving in fog a driver should turn on the high-beam headlights to increase the field of vision.
 True False
51. Most rear-end collisions are caused by the vehicle in back following too closely.
 True False
52. The three-second rule helps the driver determine a safe following distance.
 True False
53. If a vehicle starts to skid on water (hydroplane), the driver should quickly apply the brakes.
 True False
54. If the front right wheel of a vehicle runs off the pavement, a driver should ease off the accelerator, allow the vehicle to slow down and gently steer back onto the pavement.
 True False
55. Drivers who become stranded in blizzard conditions should remain in their vehicles.
 True False
56. When experiencing a tire blowout, the driver should immediately apply the brakes and quickly pull off the side of the road.
 True False
57. If a vehicle starts to skid, the driver should apply the brakes and steer in the opposite direction of the skid.
 True False
58. Illinois law requires that headlights be on when atmospheric conditions require the use of windshield wipers.
 True False
59. After being pulled over by law enforcement, a driver should immediately exit the vehicle and quickly approach the officer's squad car.
 True False
60. Within how many feet is a driver required to dim the highbeams before meeting another vehicle?
 a. 250 feet.
 b. 400 feet.
 c. 500 feet.
61. Taillights are not required to be illuminated after dark.
 True False
62. Your car must have a horn that can be heard from a distance of 200 feet.
 True False

ANSWER KEY FOR WORKBOOK SAMPLE TESTS

TRAFFIC SIGN IDENTIFICATION SECTION:

(a) 19	(b) 1	(c) 8	(d) 24
(e) 15	(f) 23	(g) 12	(h) 7
(i) 11	(j) 3	(k) 2	(l) 17
(m) 5	(n) 6	(o) 10	(p) 14
(q) 4	(r) 9	(s) 21	(t) 18
(u) 16	(v) 22	(w) 13	(x) 20

WRITTEN EXAM SECTION:

- | | | |
|-----------|-----------|-----------|
| 1. True | 23. False | 45. a |
| 2. a | 24. True | 46. True |
| 3. True | 25. True | 47. True |
| 4. True | 26. True | 48. False |
| 5. True | 27. False | 49. True |
| 6. b | 28. True | 50. False |
| 7. True | 29. True | 51. True |
| 8. True | 30. True | 52. True |
| 9. True | 31. True | 53. False |
| 10. False | 32. True | 54. True |
| 11. True | 33. b | 55. True |
| 12. True | 34. True | 56. False |
| 13. False | 35. True | 57. False |
| 14. c | 36. True | 58. True |
| 15. True | 37. True | 59. False |
| 16. b | 38. True | 60. c |
| 17. False | 39. True | 61. False |
| 18. False | 40. True | 62. True |
| 19. c | 41. a | |
| 20. True | 42. False | |
| 21. a | 43. False | |
| 22. True | 44. True | |

Thank you for participating in the Secretary of State Rules of the Road Review Course. The office strives to expedite seniors, persons with disabilities and expectant mothers while visiting a Driver Services facility. Depending on the facility, this may be an automated or manual process. If you need additional assistance, please do not hesitate to contact a Driver Services employee at the facility you are visiting.



Office of the Secretary of State Jesse White
ilsos.gov

How Do I? Administrative Hearings

Apply for Reinstatement of My Illinois Driving Privileges

If you are an out-of-state resident (permanent or temporary) applying for reinstatement of Illinois driving privileges, please visit the [Hearing Information](#) section.

Obtain Driving Relief/Restricted Driving Permit (Illinois Residents)

If your driving privileges are suspended and/or revoked, please contact an informal hearing officer for a consultation which will provide you with information about hearing requirements necessary to apply for driving privileges. A consultation is done on a walk-in basis, no appointment necessary. Please see the [informal hearing officer schedule and locations](#). For information on Restricted Driving Permits, please visit the [Hearing Information](#) section.

Request a Formal Hearing

For more information on formal hearings, please visit the [Formal Hearings](#) section.

Request Results from a Formal Hearing

A decision is mailed within 90 days of the date of your formal hearing. The decision is mailed to the address provided at the time of hearing. If your address has changed since your hearing, please submit the new information in writing to the Springfield address. You must include your driver's license number or ID number.

Terminate a Safety Responsibility Suspension

The back of the Notice of Suspension explains the methods of compliance or you may call 217-782-3720 or contact:

Secretary of State

Driver Services Department

Safety and Financial Responsibility Section

2701 S. Dirksen Pkwy.

Springfield, IL 62723

Hours are Mon.-Fri., 8 a.m.-4 p.m. CST. For more information on Safety Responsibility Suspensions, please visit the [Safety Responsibility Hearings](#) section.

Pay a Reinstatement Fee for a Suspension or Revocation

A \$70, \$250 or \$500 reinstatement fee for a suspension or a revocation may be paid by credit card [online](#), by mail with a check, cashier's check or money order made payable to Secretary of State with the affected driver's license number written on the front of the fee to the following address:

Secretary of State
Driver Services Department
2701 S. Dirksen Pkwy.
Springfield, IL 62723

Suspension and revocation fees may be paid by telephone using a Visa, MasterCard or Discover credit card by calling 217-785-8619. The \$250 or \$500 fee for a Statutory Summary Suspension and the \$70 Zero Tolerance Suspension fees may be mailed to the DUI Section at the address above. To pay the reinstatement fee with a Visa, MasterCard or Discover credit card, please call 217-782-3619. Debit cards are not accepted for reinstatement fees.

A \$70 reinstatement fee for the Zero Tolerance Suspension, and the \$250 and \$500 fees for Statutory Summary Suspensions and Revocations may only be paid to the Springfield office. All other reinstatement fees may be paid in person at our Springfield office or at the following location:

Chicago Public Service Center
17 N. State St., Ste. 1000
Chicago, IL 60602

Reinstatement fees also may be paid at any of the following Driver Services facilities: Aurora, Bloomington, Bradley, Carbondale, Carlinville, Champaign, Chicago Heights, Decatur, Deerfield, DeKalb, Effingham, Elgin, Galesburg, Granite City, Jerseyville, Joliet, Lawrenceville, Lombard, Macomb, Mattoon, Melrose, Midlothian, Moline, Mt. Vernon, Naperville, Peoria, Pinckneyville, Princeton, Quincy, Rockford, Schaumburg, Sterling, Vienna, Waukegan. For information on facility hours and addresses please visit the [Secretary of State Facility Finder](#).



Office of the Secretary of State Jesse White
ilsos.gov

Hearing Information Administrative Hearings

Requirements for Obtaining Driving Relief

Prior to attending a hearing for driving relief, you should request a consultation with an informal [hearing officer](#) at select Driver Services facilities regarding the hearing process and necessary requirements. No appointment is necessary. The informal hearing officer will advise you of your eligibility and required documentation. Once you have obtained the required documentation, you should have an informal hearing officer review prior to your scheduled hearing to ensure that you have met all requirements prior to your hearing. In the event that you have to withdraw your initial petition, a new petition requires an additional filing fee. Reviews are conducted on a walk-in basis, however, please call the facility location prior to visiting to confirm the availability of an informal hearing officer. In addition to the following requirements, your entire driving record and the seriousness of the offense(s) for which you lost your driving privileges will be considered. Following are minimum requirements of obtaining driving relief as provided by the Illinois Vehicle Code:

1. You must present evidence of efforts to reform your driving practices and demonstrate that you are capable of being a safe and responsible driver. If the loss of your driving privileges was due to a DUI or involved the use of alcohol or drugs, you also must meet the requirements set out in the [Alcohol/Drug-Related Hearings](#) section.
2. You must not have a pending ticket before any court.
3. You may not apply for reinstatement of your driving privileges until you have reached your projected eligibility date as stated in your Order of Revocation, and, if issued a Restricted Driving Permit (RDP) at a previous hearing, until you have operated successfully on that permit for at least 75 percent of the term of the permit.
4. If you are not eligible for reinstatement or if you are suspended, you may apply for an RDP for any of the following purposes if you are eligible: employment, education, daycare, medical, community service and support group attendance.
5. To be eligible for an RDP, you must comply with requirements #1 and #2 above and show that

without any driving privileges, an undue hardship exists in performing one of the purposes listed in #4 above. An undue hardship exists when there is no reasonable means of alternate transportation available to you such as bus, train, cab, friends, family or walking, and is not simply an inconvenience to not be able to drive.

For more information regarding hearings, please visit the [Formal Hearings](#) section or [Informal Hearings](#) section. You also may contact an informal [hearing officer](#) at a Secretary of State facility.

Quick Links

- [Administrative Hearings Officer Hours](#)
- [Informal Hearings Regions and Headquarters](#)

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.

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 "pro. 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 if they have not reached their eligibility date 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 their eligibility date. 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.

WWW.CYBERDRIVERILLINOIS.COM

Printed by authority of the State of Illinois.
July 2018 — 1 — DSDP DC 88.41

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 unless the driver has reached their eligibility date.

— 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.

Independent Source: Provide three letters from independent sources confirming your abstinence from alcohol/drugs.

— 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 BAID required, pay \$360 BAID RDP fee.

— RDP —

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

— 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.

— Reinstatement Granted —

- The following requirements must be completed:
- Provide proof of financial responsibility.
- Pay reinstatement fee(s).
- Complete BAID requirements.

— Authorization for New License —

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

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 Howett 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 Bluff 815-933-8880
Carbondale 2516 W. Murphy/Johnson 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. 773-995-2817
Chicago West 5301 W. Lexington Ave. 773-854-4812
Joliet 54 N. Ottawa St., 4th Fl. 815-740-7166
LaSalle 536 Third St. 217-782-7065
Lombard 837 S. Westmore Ste. B27 630-629-1069
Middletown 14434 S. Plaskett 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
Rockford Sterling Bazaar Shopping Plaza 815-394-0329
Schaumburg 1227 E. Golf Rd. 847-619-7065
Woodfield Commons
Sils 2001 Fifth St., Ste. 10 309-796-1321
Springfield 501 S. 2nd St. 217-782-7065
Steffens Room 275 Howett Bldg. 815-626-2825
Sterling 1224 W. Fourth St. 847-662-8514
Waukegan 617 S. Green Bay Rd. 815-766-7781
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 #9 E. Southgate Dr., Tilton 217-442-1564
Decatur 3149 N. Woodford St. 217-875-1650
DeKalb 1390 Oakwood St. 815-766-7781
Edwardsville 1502A Toy Rd. 618-656-8956
Egin 595 S. State St. 817-697-2105
Freeport 1054 N. Riverside Dr. 815-235-4164
Galena 1066 E. Losey 309-342-1154
Princeton 225 Backbone Rd., East 815-875-2817

Why not drink before I'm 21?

Underage drinking is illegal. In Illinois, it is illegal for a person under age 21 to buy, possess, or drink alcoholic beverages. Also, a person under age 21 who drives with ANY amount of alcohol in his/her system may lose his/her driving privileges. This type of suspension may affect future insurance rates and result in charges such as criminal misdemeanor, which may affect future education and employment.

Drinking makes you less mature. You are striving to become more mature in your behavior. Alcohol shifts you into reverse. When you put your brain to sleep with alcohol, you are less apt to try to cope and are less able to cope.

Alcohol may damage your hypothalamus. The hypothalamus is the part of your brain that controls your "autonomic nervous system." It regulates heartbeat, breathing and other bodily functions. If you drink before that part of your brain is mature, you may permanently damage it. If this happens, you will never reach your full potential. It also may make it easier for you to become addicted to alcohol.

Alcohol takes away your natural inhibitions. Alcohol removes more of your control, so you do silly things that you may regret later — like saying the wrong thing, passing on a hill or a curve, or taking more alcohol or other drugs.

You could develop a serious alcohol problem. The younger a person is when he/she starts drinking, the quicker and easier he/she may become a problem drinker. If there is alcoholism in your family, the chances are even greater.

You have an influence on others. By not drinking or using other drugs, you can be a good role model for your peers and for young children.

ALCOHOL/DRUG EDUCATION & AWARENESS PROGRAM

USE & LOSE IT

STUDY GUIDE

Obtaining a Restricted Driving Permit

As a condition of the issuance of a Restricted Driving Permit (RDP) for a driver's license suspension imposed under Section 11-501.8 of the Illinois Vehicle Code, you must complete the Secretary of State Alcohol/Drug Education & Awareness Program, which consists of a review of this study guide and successful completion of a questionnaire administered by a Secretary of State hearing officer.

Once a petitioner becomes eligible (see below), he/she may apply for an RDP to be used during the remainder of the suspension for employment, medical or educational purposes. An "undue hardship" must exist, such as extreme difficulty getting to and from work, school or regularly scheduled medical visits. It also applies to an inability to fulfill a requirement for on-the-job driving. There must be no reasonable alternative means of transportation available to the petitioner. An undue hardship does not exist simply because the petitioner's driving privileges are suspended.

For a list of facilities, hours and available hearing officers, visit www.cyberdriveillinois.com. Please call the location to ensure that a hearing officer is available. For more information regarding the informal hearing process, please contact an informal hearing officer.

RDP Eligibility

Eligibility for an RDP is determined by the length of your suspension.

1. If your license was suspended for three or six months, you may apply for an RDP 15 days prior to the beginning date of the suspension.
2. If your license was suspended for 24 months, you may apply for an RDP 45 days prior to the end of the first 12 months of the suspension.
3. If your license was suspended for 12 months, you are not eligible to apply for an RDP during the suspension.

Questionnaire

When you appear for a hearing, you must complete a questionnaire based on the information in this study guide and achieve a score of 75 percent or more before you are granted a hearing. If you score below 75 percent, you must wait at least one day to try again. If you are under age 18 and unmarried, parent/legal guardian consent is required prior to your hearing.

Documentation

At the time of your hearing, you must submit the following documentation:

1. Sworn Report completed by the law enforcement officer at the time of your arrest.

2. If your blood-alcohol concentration (BAC) from a chemical test taken when you were arrested was .04 or more, you must submit one of the following applicable documents:

- Investigative Alcohol and Drug Evaluation (BAC of .04-.079)
- Alcohol and Drug Evaluation Uniform Report (BAC of .08 or higher)

Only original documents that bear your original signature and/or that of the author of the document, as applicable, are accepted. If you lose an original document, you may be able to obtain an original duplicate from your service provider. For more information, please see an informal hearing officer.

Rehabilitation

You also must complete any recommended and/or required rehabilitative activity pertaining to your evaluation's classification of your use/abuse of alcohol/drugs, or provide a written waiver, prior to a hearing.

Informal Hearing

When you have met the eligibility requirements for an RDP are prepared to complete the questionnaire, and have obtained all required documentation, you may visit a Driver Services facility to request an informal hearing.

Review of the Laws

“Use It & Lose It” — Zero Tolerance

The “Use It & Lose It” law in Illinois established that any driver under age 21 caught with any trace of alcohol in his/her system will lose his/her driving privileges and may be charged with driving under the influence of alcohol or drugs (DUI) if he/she has a blood-alcohol concentration of .08 or more or other indications of impaired driving.

Following issuance of a uniform traffic citation, Illinois law allows a police officer to require a breath test from a driver under age 21 if the officer has probable cause to believe that the driver has been drinking. If the driver refuses the test or the test reveals any measurable alcohol level, the driver is subject to sanctions including the loss of his/her driver’s license.

A person whose driving privileges have been suspended under Section 11-501.8 of the Illinois Vehicle Code is not eligible for restoration of full driving privileges until the expiration of:

- Six months from the effective date of the suspension for refusal or failure to complete a test(s) to determine alcohol concentration.
- Three months from the effective date of the suspension for a chemical test that disclosed an alcohol concentration of more than 0.00.
- Two years from the effective date of the suspension for a person previously suspended under Section 11-501.8 who refuses or fails to complete a test(s) to determine alcohol concentration.
- One year from the effective date of the suspension imposed for a person who has been previously suspended under Section 11-501.8 following submission to a chemical test(s) that disclosed an alcohol concentration of more than 0.00.

Illegal Possession/Transportation

It is illegal in every state for persons under age 21 to purchase or possess alcoholic beverages. It also is illegal to transport alcoholic beverages in the passenger area of a vehicle unless the beverages are in their original sealed containers. No matter whom the alcohol belongs to, the driver of the vehicle can be charged with illegal transportation and any passenger can be charged with illegal possession. The driver of the vehicle will receive a 12-month driver’s license suspension for a first offense. A second offense will result in revocation of your driving privileges and vehicle registration.

Parental Responsibility

It is a Class A misdemeanor, with a possible fine of \$1,000 and/or up to 364 days in jail, to knowingly allow individuals to gather at a residence when the individuals are under age 21 and drinking.

Parental Consent/Withdrawal of Consent

Drivers ages 16 and 17 must have parent/legal guardian consent in order to obtain a driver’s license. A parent/legal guardian may revoke consent for the minor to hold a driver’s license at any time, for any reason, until the driver turns 18 by contacting the Secretary of State’s office. Driving privileges will not be reinstated until the parent/legal guardian who withdrew consent once again provides consent or until the driver turns 18, whichever occurs first.

Nighttime Driving Restrictions

State law establishes the following nighttime driving restrictions for drivers under age 18:
Sun.-Thurs., 10 p.m.-6 a.m.; Fri.-Sat., 11 p.m.-6 a.m. (local curfews may differ).

Alcohol Facts

Alcohol is a central nervous system depressant. It is the mood-altering ingredient in wine, beer and distilled liquor. Because it contains calories, it is considered a food, but the calories in no way contribute to good nutrition. A 12-ounce bottle of beer contains approximately the same amount of alcohol as 5 ounces of wine, or 1 1/2 ounces of 80-proof liquor. Alcohol is absorbed in the blood stream and transmitted to all parts of the body.

Several factors influence the effects of alcohol, including the amount of alcohol consumed, the rate at which it is consumed, the presence of food in the stomach, and the individual’s weight, mood and previous experience with the drug.

- With moderate drinking a person may experience dizziness, dulling of senses and impairment of coordination, reflexes, memory and judgment.
- Taken in larger quantities, alcohol may produce staggering, slurred speech, double vision, dulling of senses, sudden mood changes and unconsciousness.
- Taken in much larger quantities over a short period of time, death may occur due to depression of the parts of the brain that control breathing and heart rate. It also may cause damage to the liver, heart and pancreas.
- Excessive alcohol use may lead to malnutrition, stomach irritation, lowered resistance to disease and brain or nervous system damage.

According to the American Medical Society, “Alcoholism is a chronic, progressive and potentially fatal disease. It is characterized by tolerance and physical dependency or organ changes, or both — all direct or indirect consequences of the alcohol ingested.” Increased tolerance to alcohol may lead to physical dependence. At that point, alcohol becomes a part of a person’s normal function. Physical dependence is characterized by the presence of withdrawal symptoms when use is discontinued suddenly.

Alcohol is an addictive drug. When taken in sufficient quantities, the body becomes adapted or accustomed to its presence. Drinking as much as a quart of liquor daily for one week can create a state of dependence. After dependence has been established, if drinking is stopped, there will be withdrawal symptoms.

One way to end the withdrawal is to take more of the addictive drug/alcohol. Over a period of time, it is necessary to increase the amount of the drug in order to ward off withdrawal.

Because alcohol is a depressant, symptoms are often those of an agitated state. Persons withdrawing from the use of alcohol are jumpy, edgy, irritable, hyped up. These symptoms are the exact opposite of alcohol’s depressant qualities.

“Use It & Lose It” and DUI Statistics

- Alcohol is a factor in at least 42 percent of all fatal crashes.
- Someone is killed in an alcohol-related crash every 45 minutes.
- Nationally in 2008, an estimated 13,846 people lost their lives in alcohol-related crashes.
- Nationally, 31 percent of drivers ages 15-20 killed in traffic crashes had been drinking.
- Nationally in 2008, a total of 5,864 drivers ages 15-20 were involved in fatal motor vehicle crashes, and 2,730 of them lost their lives. About 228,000 people were injured in those crashes.
- In 2008, 2,187 Illinois drivers under age 21 lost their driving privileges due to “Use It & Lose It” law violations.
- In Illinois in 2008, 80 drivers under age 21 were killed in motor vehicle crashes along with 76 passengers.
- Motor vehicle crashes are the leading cause of death for people ages 15-20.

VOTER REGISTRATION INSTRUCTIONS

Because of your recent application for an Illinois driver's license, you may be eligible to register to vote. Or, if the application contained a change of address, you may register to vote in your new jurisdiction. Please complete the enclosed form and return it to the proper election jurisdiction.

There are 101 County Clerk offices, one County Board of Election Commissioners and eight City Board of Election Commissioners. If you live in Aurora, Bloomington, Chicago, Danville, East St. Louis, Galesburg, Peoria or Rockford, please mail your voter registration application to that City Board of Election Commissioners. If you do not live in one of these eight city jurisdictions, please mail your registration application to the County Clerk's office of the county in which you reside. In DuPage County, please mail your registration application to the County Board of Election Commissioners.

For more information, contact the appropriate election jurisdiction listed below or the Illinois State Board of Elections at 312-814-6440 (Chicago) or 217-782-4141 (Springfield).

ADAMS

Office of the County Clerk
507 Vermont
Quincy, IL 62301
217-277-2150

ALEXANDER

Office of the County Clerk
2000 Washington Ave.
Cairo, IL 62914
618-734-7000

BOND

Office of the County Clerk
203 W. College
Greenville, IL 62246
618-664-0449

BOONE

Office of the County Clerk
1212 Logan Ave., Ste. 103
Belvidere, IL 61008
815-544-3103

BROWN

Office of the County Clerk
200 Court St., Rm. 4
Mt. Sterling, IL 62353
217-773-3421

BUREAU

Office of the County Clerk
700 S. Main, Rm. 104
Princeton, IL 61356
815-875-2014

CALHOUN

Office of the County Clerk
102 County Rd., P.O. Box 187
Hardin, IL 62047
618-576-2351

CARROLL

Office of the County Clerk
301 N. Main, P.O. Box 152
Mt. Carroll, IL 61053
815-244-0221

CASS

Office of the County Clerk
100 E. Springfield St.
Virginia, IL 62691
217-452-7217

CHAMPAIGN

Office of the County Clerk
1776 E. Washington
Urbana, IL 61802
217-384-3720

CHRISTIAN

Office of the County Clerk
101 S. Main, P.O. Box 647
Taylorville, IL 62568
217-824-4969

CLARK

Office of the County Clerk
Courthouse
501 Archer Ave.
Marshall, IL 62441
217-826-8311

CLAY

Office of the County Clerk
111 Chestnut, P.O. Box 160
Louisville, IL 62858
618-665-3626

CLINTON

Office of the County Clerk
850 Fairfax, Rm. 230, P.O. Box 308
Carlyle, IL 62231
618-594-2464

COLES

Office of the County Clerk
651 Jackson Ave., Rm. 122
Charleston, IL 61920
217-348-0501

COOK

Office of the County Clerk
69 W. Washington, Elections 5th Fl.
Chicago, IL 60602
312-603-0906

CHICAGO

City Board of Election
Commissioners
69 W. Washington, Ste. 800
Chicago, IL 60602
312-269-7900

CRAWFORD

Office of the County Clerk
P.O. Box 616
Robinson, IL 62454
618-546-1212

CUMBERLAND

Office of the County Clerk
P.O. Box 146
Toledo, IL 62468
217-849-2631

DE KALB

Office of the County Clerk
110 E. Sycamore
Sycamore, IL 60178
815-895-7147

DE WITT

Office of the County Clerk
201 W. Washington St.
P.O. Box 439
Clinton, IL 61727
217-935-2119

DOUGLAS

Office of the County Clerk
401 S. Center
P.O. Box 467
Tuscola, IL 61953
217-253-2411

DUPAGE

County Board of Election
Commissioners
421 N. County Farm Rd.
P.O. Box 1087
Wheaton, IL 60189
630-407-5600

EDGAR

Office of the County Clerk
115 W. Court St., Rm. J
Paris, IL 61944
217-466-7433

EDWARDS

Office of the County Clerk
50 E. Main, Courthouse
Albion, IL 62806
618-445-2115

EFFINGHAM

Office of the County Clerk
101 N. 4th St., Ste. 201
P.O. Box 628
Effingham, IL 62401
217-342-6535

FAYETTE

Office of the County Clerk
221 S. 7th, P.O. Box 401
Vandalia, IL 62471
618-283-5000

FORD

Office of the County Clerk
200 W. State St., Rm. 101
Paxton, IL 60957-1199
217-379-9400

FRANKLIN

Office of the County Clerk
901 Public Square
Benton, IL 62812
618-438-3221

FULTON

Office of the County Clerk
100 N. Main, P.O. Box 226
Lewistown, IL 61542
309-547-3041

GALLATIN

Office of the County Clerk
484 N. Lincoln Blvd. West
P.O. Box 550
Shawneetown, IL 62984
618-269-3025

GREENE

Office of the County Clerk
519 N. Main
Carrollton, IL 62016-1033
217-942-5443

GRUNDY

Office of the County Clerk
111 E. Washington
P.O. Box 675
Morris, IL 60450
815-941-3222

HAMILTON

Office of the County Clerk
100 S. Jackson
Courthouse
McLeansboro, IL 62859-1489
618-643-2721

HANCOCK

Office of the County Clerk
500 Main St., P.O. Box 39
Carthage, IL 62321
217-357-3911

HARDIN

Office of the County Clerk
Main & Market, P.O. Box 187
Elizabethtown, IL 62931
618-287-2251

HENDERSON

Office of the County Clerk
Courthouse, 4th & Warren
P.O. Box 308
Oquawka, IL 61469
309-867-2911

HENRY

Office of the County Clerk
307 W. Center
Cambridge, IL 61238
309-937-3481

IROQUOIS

Office of the County Clerk
1001 E. Grant
Watseka, IL 60970
815-432-6960

JACKSON

Office of the County Clerk
1001 Walnut St.
Murphysboro, IL 62966-2194
618-687-7360

JASPER

Office of the County Clerk
204 W. Washington, Ste. 2
Newton, IL 62448
618-783-3124

JEFFERSON

Office of the County Clerk
100 S. 10th St.
Courthouse, Rm. 105
Mt. Vernon, IL 62864
618-244-8020

JERSEY

Office of the County Clerk
200 LaFayette, Ste. 1
P.O. Box 216
Jerseyville, IL 62052-0216
618-498-5571, ext. 115

JO DAVIESS

Office of the County Clerk
330 N. Bench
Galena, IL 61036
815-777-0161

JOHNSON

Office of the County Clerk
Court Square, P.O. Box 96
Vienna, IL 62995
618-658-3611

KANE

Office of the County Clerk
719 S. Batavia Ave., Bldg. B
Geneva, IL 60134
630-232-5990

AURORA

City Board of Election
Commissioners
323 W. Galena Blvd.
Aurora, IL 60506
630-897-4030

KANKAKEE

Office of the County Clerk
189 E. Court St.
Kankakee, IL 60901
815-937-2990

KENDALL

Office of the County Clerk
111 W. Fox
Yorkville, IL 60560
630-553-4104

KNOX

Office of the County Clerk
200 S. Cherry
Galesburg, IL 61401
309-345-3815

GALESBURG

City Board of Election
Commissioners
55 W. Tompkins St., P.O. Box 1387
Galesburg, IL 61402-1387
309-342-5563 or 309-345-3660

LAKE

Office of the County Clerk
18 N. County St.
Waukegan, IL 60085
847-377-2400

LASALLE

Office of the County Clerk
707 E. Etna Rd.
Ottawa, IL 61350
815-434-8202

LAWRENCE

Office of the County Clerk
1100 State St.
Lawrenceville, IL 62439
618-943-2346

LEE

Office of the County Clerk
112 E. Second St.
P.O. Box 329
Dixon, IL 61021
815-288-3309

LIVINGSTON

Office of the County Clerk
112 W. Madison, P.O. Box 618
Pontiac, IL 61764
815-844-2006, ext. 128

LOGAN

Office of the County Clerk
601 Broadway
Courthouse, Rm. 20
P.O. Box 278
Lincoln, IL 62656
217-732-4148

MACON

Office of the County Clerk
141 S. Main, Rm. 104
Decatur, IL 62523
217-424-1305

MACOUPIN

Office of the County Clerk
201 E. Main, P.O. Box 107
Carlinville, IL 62626
217-854-3214

MADISON

Office of the County Clerk
157 N. Main St., Ste. 109
P.O. Box 218
Edwardsville, IL 62025
618-692-6290

MARION

Office of the County Clerk
P.O. Box 637
Salem, IL 62881
618-548-3400

MARSHALL

Office of the County Clerk
122 N. Prairie, P.O. Box 328
Lacon, IL 61540
309-246-6325

MASON

Office of the County Clerk
P.O. Box 77
125 N. Plum
Mason County Courthouse
Havana, IL 62644
309-543-6661

MASSAC

Office of the County Clerk
1 Superman Square, Rm. 2A
P.O. Box 429
Metropolis, IL 62960
618-524-5213

MCDONOUGH

Office of the County Clerk
#1 Courthouse Square
Macomb, IL 61455
309-833-2474

MCHENRY

Office of the County Clerk
2200 N. Seminary Ave.
Woodstock, IL 60098
815-334-4242

MCCLEAN

Office of the County Clerk
115 E. Washington, Rm. 102
P.O. Box 2400
Bloomington, IL 61702
309-888-5190

BLOOMINGTON

City Board of Election
Commissioners
115 E. Washington, #403
P.O. Box 2400
Bloomington, IL 61702
309-888-5136

MENARD

Office of the County Clerk
102 S. 7th St., P.O. Box 465
Petersburg, IL 62675
217-632-3201
217-632-3201

MERCER

Office of the County Clerk
100 S. E. 3rd St.
Aledo, IL 61231
309-582-7021

MONROE

Office of the County Clerk
100 S. Main
Waterloo, IL 62298
618-939-8681, ext. 302

MONTGOMERY

Office of the County Clerk
1 Courthouse Square
P.O. Box 595
Hillsboro, IL 62049
217-532-9530

MORGAN

Office of the County Clerk
300 W. State St., P.O. Box 1387
Jacksonville, IL 62651
217-243-8581

MOULTRIE

Office of the County Clerk
10 S. Main, Ste. 6
Sullivan, IL 61951
217-728-4389

OGLE

Office of the County Clerk
105 S. 5th St., Ste. 104
Oregon, IL 61061
815-732-1110

PEORIA

PEORIA (City)
Board of Election
Commissioners
4422 N. Brandywine Dr., Ste. 1
Peoria, IL 61614
309-324-2300

PERRY

Office of the County Clerk
3764 State Rt. 13-127, P.O. Box 438
Pinckneyville, IL 62274
618-357-5116

PIATT

Office of the County Clerk
101 W. Washington
P.O. Box 558
Monticello, IL 61856
217-762-9487

PIKE

Office of the County Clerk
121 E. Washington St.
Pittsfield, IL 62363
217-285-6812

POPE

Office of the County Clerk
P.O. Box 216
Golconda, IL 62938
618-683-4466

PULASKI

Office of the County Clerk
500 Illinois Ave., P.O. Box 118
Mound City, IL 62963
618-748-9360

PUTNAM

Office of the County Clerk
120 N. 4th St., P.O. Box 236
Hennepin, IL 61327
815-925-7129

RANDOLPH

Office of the County Clerk
#1 Taylor St., Rm. 202
Chester, IL 62233
618-826-5000, ext. 191

RICHLAND

Office of the County Clerk
103 W. Main
Olney, IL 62450
618-392-3111

ROCK ISLAND

Office of the County Clerk
1504 Third Ave., First Floor
Rock Island, IL 61201
309-558-3570

SALINE

Office of the County Clerk
10 E. Poplar, Ste. 17
Harrisburg, IL 62946
618-253-8197

SANGAMON

Office of the County Clerk
Sangamon County Complex
200 S. 9th St., Rm. 105
Springfield, IL 62701-1629
217-753-8683

SCHUYLER

Office of the County Clerk
102 S. Congress, P.O. Box 200
Rushville, IL 62681
217-322-4734

SCOTT

Office of the County Clerk
Courthouse
35 E. Market
Winchester, IL 62694
217-742-3178

SHELBY

Office of the County Clerk
301 E. Main, P.O. Box 230
Shelbyville, IL 62565
217-774-4421

STARK

Office of the County Clerk
130 W. Main, P.O. Box 97
Toulon, IL 61483
309-286-5911

ST. CLAIR

Office of the County Clerk
10 Public Square
Belleville, IL 62220
618-825-2380

EAST ST. LOUIS

City Board of Election
Commissioners
301 River Park Dr., Ste. 300
East St. Louis, IL 62201
618-398-3778

STEPHENSON

Office of the County Clerk
50 W. Douglas, Ste. 500
Freeport, IL 61032
815-235-8289

TAZEWELL

Office of the County Clerk
McKenzie Building
11 S. 4th, Rm. 203
Pekin, IL 61554
309-477-2264

UNION

Office of the County Clerk
309 W. Market, Rm. 100
Jonesboro, IL 62952
618-833-5711

VERMILION

Office of the County Clerk
6 N. Vermilion
Danville, IL 61832
217-554-1900

DANVILLE

City Board of Election
Commissioners
6 N. Vermilion
Danville, IL 61832
217-431-2641

WABASH

Office of the County Clerk
Courthouse
401 Market St., P.O. Box 277
Mt. Carmel, IL 62863
618-262-4561

WARREN

Office of the County Clerk
Courthouse
100 W. Broadway
Monmouth, IL 61462
309-734-8592

WASHINGTON

Office of the County Clerk
101 E. St. Louis St.
Nashville, IL 62263
618-327-4800, ext. 300

WAYNE

Office of the County Clerk
301 E. Main, P.O. Box 187
Fairfield, IL 62837
618-842-5182

WHITE

Office of the County Clerk
301 E. Main St., P.O. Box 339
Carmi, IL 62821
618-382-7211, ext. 1

WHITESIDE

Office of the County Clerk
200 E. Knox St.
Morrison, IL 61270
815-772-5189

WILL

Office of the County Clerk
302 N. Chicago
Joliet, IL 60432
815-740-4615

WILLIAMSON

Office of the County Clerk
407 N. Monroe, Ste. 119
Marion, IL 62959
618-997-1301, ext. 121

WINNEBAGO

Office of the County Clerk
404 Elm St., Rm. 104
Rockford, IL 61101
815-987-3050

ROCKFORD

City Board of Election
Commissioners
301 S. 6th St.
Rockford, IL 61104
815-987-5750

WOODFORD

Office of the County Clerk
115 N. Main, Rm. 202
Eureka, IL 61530
309-467-2822



Office of the Secretary of State Jesse White
ilsos.gov

Driving Record Abstracts Driver Services

To obtain a copy of your driving record:

- The most efficient way to obtain your record is to purchase and print your driving record abstract using the [Driving Record Abstract](#) system. To use this service you must have a valid credit/debit card and a printer with the ability to print PDF documents. There will be a \$12 charge plus a payment processor fee. These records are certified and are the same record you would obtain in the postal mail or in person at one of our service facilities; or
- Visit a [Driver Services facility](#), complete an [Abstract Request Form](#), pay the \$12 fee and immediately receive your record. A payment processor fee of \$1 will be assessed for credit/debit cards; or
- Complete and postal mail your [Abstract Request Form](#) to: Secretary of State, Driver Analysis Section, 2701 S. Dirksen Pkwy., Springfield, IL 62723. Please include full name, date of birth, sex, and Illinois driver's license number along with the \$12 fee (payment by check or money order payable to the Secretary of State). Please allow 10 working days for processing.
- If you are out of state and do not have the ability to use our online service, a family member (parent/legal guardian, brother, sister, spouse, grandparent, child or grandchild) in Illinois may obtain a copy of your driving record at a [Driver Services facility](#). The requestor must submit a notarized written permission of the person listed on the request form to obtain the driving record and pay the \$12 fee.

If you are a parent or legal guardian of a minor (under age 18) whose driving record you are requesting, you must submit notarized written permission from the person listed on the request form to obtain the driving record.

If you are an immediate family member (parent/legal guardian, brother, sister, spouse, grandparent, child or grandchild) of an adult (age 18 or older) whose driving record you are requesting must submit notarized written permission from the person listed on the request form to obtain the driving record.

To purchase another person's driving record:

- Visit a [Driver Services facility](#), complete an [Abstract Request Form](#) and pay the \$12 fee (payment by check or money order payable to the Secretary of State). A payment processor fee of \$1 will be assessed for credit/debit cards. The abstract will be mailed to you in 11 to 15 days working days; or
- Complete and postal mail an [Abstract Request Form](#) to: Secretary of State, Driver Analysis Section, 2701 S. Dirksen Pkwy., Springfield, IL 62723. Please include the full name of the individual, date of birth, sex, and Illinois driver's license number along with the \$12 fee. Please allow 10 working days for processing.

Federal and state law prohibits the Secretary of State's office from disclosing any personal identifying information regarding the individual. You will not receive the person's address or any other personal information. Public information that can be released includes convictions, withdrawals and crash information. Before public information is released on the individual, notification is mailed to the individual providing the requestor's name and date of request. The individual is given 10 days notice of your request. Please allow for those 10 days and several days for mailing before receiving the driving record abstract.

The Secretary of State's office no longer issues clearance letters. If another state insists on written proof of your driving status in Illinois, you may request a certified copy of your driving record for the licensing authorities in that state. Please refer to the steps on how to purchase your Illinois driving record abstract.

For more information, please call the Secretary of State Abstract Information Unit Mon. - Fri. from 8 a.m. until 4 p.m. at 217-782-2720. We are closed on [state holidays](#).



OFFICE OF THE SECRETARY OF STATE
DRIVER SERVICES DEPARTMENT

DRIVER'S ANALYSIS
2701 S. DIRKSEN PKWY.
SPRINGFIELD, IL 62723
217-782-2720
www.cyberdriveillinois.com

Driving Record Abstract Request Form

If you are purchasing your own certified driving record, you may do so by using the online Driving Record Abstract system at www.cyberdriveillinois.com.

All requestors must complete Sections I, II, IV and V.

SECTION I

Enter the driver's license number and/or the name and date of birth of the driver(s) whose record(s) is being requested in the spaces below. PLEASE PRINT LEGIBLY.

DRIVER'S LICENSE NUMBER	NAME (Last, First, Middle)	DATE OF BIRTH	GENDER
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

SECTION II – REQUESTOR'S IDENTITY

Driver's license, permit or ID number: _____

For yourself: Yes No (If no, complete Section III.)

Name	First	M.I.	Last
Residential Address		Phone number	
City	State	ZIP	

SECTION III – If you classified yourself as a representative or agent of anyone other than yourself in Section II, you must provide the following information. **Complete Section IV on reverse.**

Name of person or organization I am representing		
Address of person or organization		Phone number
City	State	ZIP

If the record(s) you requested must be mailed, to which address above should it be mailed: Section II Section III

SECTION IV (Please see reverse.)

SECTION V – AFFIRMATION OF REQUESTOR

I affirm that the information in Sections I, II, III and IV are true and correct to the best of my knowledge. I understand that if any of the information provided by me in these sections is knowingly false or misleading, administrative, civil and/or criminal actions may be taken against me. (Notarization required if mailing form.)

Requestor Signature: _____ Date: _____

Notary Seal

SECRETARY OF STATE USE ONLY

Identification checked: _____

Employee signature: _____ Date: _____ - _____ - _____

Number of certified records: _____ x \$12.00 = _____ Type of record: _____

Number of photocopies: (Springfield only) _____ x \$.50 = _____ Cash MO Check Credit Card

Number of certifications: (Springfield only) _____ x \$2.00 = _____

SECTION IV

Place an "X" in front of the category below that describes you concerning the record(s). **Mark only one category per request form.** Items within () are for Secretary of State personnel.

Purpose of Request (This information must be provided if you mark a box that has an asterisk next to it.): _____

I AM:

- * the person named on the abstract requested. (AFF or PUB-FEE "S")
- * a law enforcement or court official with an official need for the abstract(s) requested. **Complete Section III.** (CRT or EXT-NO FEE "L")
- * a private investigative agency or security service licensed in Illinois for any purpose permitted under 625 ILCS 5/2-123 of the Illinois Vehicle Code. **Complete Section III.** (PUB-FEE-"H")
Detective State Registration #: _____
- * the legal representative of the person(s) named on the abstract(s) requested. **Complete Section III.** (AFF or PUB-FEE-"R")
Attorney State Registration #: _____
- an attorney not representing the person(s) named on the abstract(s) requested but needing the abstract(s) for legal business involving the affected driver(s). **Complete Section III.** (PUB-FEE-"A")
Attorney State Registration #: _____
- * the parent/legal guardian of the minor person(s) (under age 18) named on the abstract(s) requested. I am submitting the minor's signed and notarized consent to obtain his/her abstract. (AFF or PUB-FEE-"P")
- an immediate family member (parent/legal guardian, brother, sister, spouse, grandparent, child or grandchild) of the adult (age 18 or older) named on the abstract(s) requested. I am submitting the adult's signed and notarized consent to obtain his/her abstract. (PUB-FEE-"F")
Relationship: _____
- a representative of a local, state or federal government agency, with an official business need for the abstract(s) requested to carry out the agency function on this request form. **Complete Section III.** (EXT-NO FEE-"G")
If an elected official, office held: _____
- a representative of the insurance industry with a legitimate insurance business need for the abstract(s) requested. **Complete Section III.** (PUB-FEE-"I")
- the employer, prospective employer, or representative of the employer or prospective employer of the person(s) named on the abstract(s) requested. I am submitting the employee's signed and dated consent form. **If I am coming into a facility, I will bring in the employees signed and dated consent form.** The abstract(s) is needed for business purposes pertaining to the person's(s') employment or prospective employment. **Complete Section III.** (PUB-FEE-"E")
- a representative of a financial institution with a legitimate business need for the abstract(s) requested. **Complete Section III.** (PUB-FEE-"B")
- a representative of a new or used vehicle dealership, vehicle rental agency, or tow truck operation with a legitimate business need for the abstract(s) requested. **Complete Section III.** (PUB-FEE-"D")
- none of the above. The abstract(s) requested will be mailed to you by the Secretary of State Driver Services Department in Springfield in approximately 10 business days. The Secretary of State's office will send a letter to each person for whom a driving abstract is requested approximately 10 days prior to mailing his/her abstract(s) to you. The letter will inform the person(s) of the date of your purchase and your name. **NOTE: The abstract(s) requested will not list the address or personal information of the individual(s).** (PUB-Fee "N")