



**MINNESOTA
JUDICIAL BRANCH**
FIFTH JUDICIAL DISTRICT

Ignition Interlock Program Checklist

(Use this checklist if your license has been cancelled)

Please note: All office appointments with the 5th Judicial District Program Coordinator need to be scheduled in advance.

Am I eligible to apply for the Ignition Interlock Program?	
<input type="checkbox"/>	Age 18 and eligible for Class D license (no other license classes are eligible to install ignition interlock)
<input type="checkbox"/>	Own or able to drive a vehicle – not a moped or motorcycle
<input type="checkbox"/>	My vehicle is insured
<input type="checkbox"/>	I am not subject to Vanessa’s Law because of a DWI before age 18
<input type="checkbox"/>	I have no other withdrawals on my license (ex. lost license due to failure to pay child support)
I have gone to my local DVS office to do the following: Find a local DVS office	
<input type="checkbox"/>	Purchased new plates (if your plates were impounded)
<input type="checkbox"/>	Paid the \$680 reinstatement fee – the Partial Payment Program may assist with the cost
<input type="checkbox"/>	Completed application for a new Class D license and kept my receipt
<i>Once you’ve completed all of the above you are ready to apply to install ignition interlock.</i>	
Read the Minnesota Ignition Interlock Device Program Guidelines available online at www.dps.mn.gov	
Send the following forms to the Ignition Interlock Unit (fax paperwork to #651-797-1299 except treatment paperwork) or upload the forms :	
<input type="checkbox"/>	Signed and date the Ignition Interlock Participation Agreement
<input type="checkbox"/>	Sign and notarize or have a DPS representative sign the Last Use Statement
<input type="checkbox"/>	Complete chemical use assessment. Treatment provider must fax (fax #651-797-1738) assessment and proof of enrollment, if applicable, to DVS. Include your driver’s license number or date of birth.
<input type="checkbox"/>	Submit insurance for the vehicle to be equipped with the device. Proof of insurance is needed for an offense on or after 7/1/21 if there is no insurance conviction on record. An SR-22 insurance certificate is required for anyone with a prior conviction for no insurance. The VIN (Vehicle Identification Number) of the vehicle with the device must match the VIN on the Certificate of Insurance.
AND send the following forms to the Fifth Judicial District’s Ignition Interlock Coordinator:	
<input type="checkbox"/>	Signed and dated Application and Acknowledgment form for Ignition Interlock
When you get a letter from Driver & Vehicle Services that your ignition interlock application has been approved:	
<input type="checkbox"/>	Contact the 5 th Judicial District Ignition Interlock Program Coordinator to set up funding (Jackie Bennett : (507)338-2181/Jackie.Bennett@courts.state.mn.us)
<input type="checkbox"/>	Choose a certified ignition interlock manufacturer Minnesota Ignition Interlock Program - Certified Ignition Interlock Manufacturers (mn.gov)
<input type="checkbox"/>	Schedule ignition interlock installation – tell them you are in the “5 th Judicial District Ignition Interlock Program”
DO NOT DRIVE YET!	
Do not drive until you confirm you are valid to drive. Check your driver’s license status at www.dps.mn.gov .	