

# Self-Represented Litigant's Instructions:

## *To Request Temporary Reinstatement of Driver's License*

**Step 1.** Write a letter addressed to the First Judicial District Chief Judge or Assistant Chief Judge requesting that the balance of your driver's license revocation and/or license plate impoundment periods be stayed pending resolution of the Implied Consent Hearing. The letter does not need to be typed.

The letter must include your:

- Full name;
- Mailing address;
- Email address if you have one;
- Date of birth;
- Implied Consent court file number
- Driver's license number;
- License plate number, if applicable; and
- Case number of your Implied Consent Case if you have it

**NOTE:** Requests that do not include that information will take additional time to process.

**Step 2.** Send the letter by U.S. Mail to the First District Chief Judge or the Assistant Chief Judge at the following address (current through June 30, 2023):

First District Chief Judge Kevin Mark  
Goodhue County Judicial Center  
454 West Sixth Street  
Red Wing, MN 55066

First District Assistant Chief Judge Caroline H. Lennon  
Scott County Justice Center  
200 Fourth Avenue West Government Center - JC115  
Shakopee, MN 55379-1220