

MATRIX

SIGN IN: Date: _____ **Time:** _____ **REV 6-03-09**

Applicant Name: Last _____ First _____ MI _____

Address: Street _____ City _____ State _____ Zip _____

Telephone: _____ **Message:** _____

Applicant acknowledges that he or she has read and understands the information on the reverse side of this page and specifically agrees to the terms and conditions stated thereon. Applicant understands that keeping their address and telephone number(s) current with the program, the courts and the Department of Licensing is critical to the applicant's successful reinstatement and retention of his or her driving privileges.

Bankruptcy file Yes No When
BY SIGNING THIS YOU ARE AGREEING TO NOT DRIVE UNTIL PROPERLY LICENSED
INSURED

Applicant Signature: _____ **Date Of Birth** _____

Tier Classification	Circle One
1 to 19 Points	Tier I
20 to 49 Points	Tier II
50+ Points	Tier III

Total Points: _____

Traffic Offense	# of Offenses < 5	Offense Points <5	Total Points <5	# of Offenses > 5	Offense Points >5	Total Points <5	Total Offense Points
Infractions		1					
DUI		12			10		
DUI (2 in last 5 yrs)		30					
DWLS 1		10			8		
DWLS 2		8			6		
DWLS 3		3			2		
DWLS 3 Pending		30					
Eluding		20			15		
Hit & Run Attended		15			12		
Hit & Run		8			6		
Negligent 1		10			8		
NVOL 1		2			1		
Reckless		10			8		

Database _____ / _____ / _____ Ineligible: DOL 1-360-902-3900 LS Class 1-509-325-6821 911 DS 1-509-324-0911

IMPORTANT INFORMATION

Administrative Fee: Applicants are required to pay a one-time nonrefundable administrative fee of \$100.00 prior to being accepted into the program. The fee must be paid in **cash, cashier's check or money order made payable to Spokane County Prosecutor - CRP**; personal checks are **not** accepted. Checks from Washington State Agencies and Career Path Services are accepted. This fee is **ABSOLUTELY NONREFUNDABLE**, regardless of individual circumstances. It is an administrative fee; it will not reduce the balance of your fines due. As such, only pay the fee if you are convinced you can complete the program.

Reinstatement of Driving Privileges: **YOU ARE ADVISED** that at the end of the program we will **REQUEST** the Court reinstate your driving privileges and/or grant certain other relief. We **CANNOT GUARANTEE** the Court will reinstate your driving privileges or grant other relief.

Termination from Program: If you fail the program, including defaulting on your time payment agreement, either during or after completion of the formal program, all recalled fines will be returned to collections and your license will be resuspended. **IF YOU DO NOT BELIEVE YOU CAN MAKE MONTHLY PAYMENTS IN THE MINIMUM AMOUNT SET FOR YOU FOR AT LEAST THE NEXT 36 MONTHS**, you should wait until you are sure to enter the program.

Collections: Only Spokane City, Spokane County, and our partners from surrounding jurisdictions, tickets will have the interest and fees waived until your successful completion of the program. At that time the fees and interest will be dismissed. These tickets cannot be recalled from collections if you are in "legal" or "garnishment status" with the collection agency. All other jurisdictions are paid at collection agencies.

No Authorization to Drive: You may not drive until your driving privileges have been reinstated by the Department of Licensing and you are properly licensed and insured.

TIER I: As Tier I applicant, you will need to accomplish the following prior to being accepted into the program and eligible for relicensing:

1. Pay the nonrefundable administrative fee of \$100.00 and bring us the receipt.
2. Obtain a valid insurance quote and return it to us. You may want to ask your agent about broad form automobile liability coverage.
3. Obtain \$_____ to pay the first month payment(s), and be prepared to make regular monthly payment(s) in that amount. Plus \$5.00 bill fee - \$10.00 if AWM

TIER II: As Tier II applicant, you will need to accomplish the following prior to being accepted into the program and eligible for relicensing

1. Pay the nonrefundable administrative fee a \$100.00 and bring us the receipt.
2. Obtain a valid insurance quote and return it to us. You may want to ask your agent about broad form automobile liability coverage.
3. Be ready to commence making regular monthly payments on your account totaling \$_____. Plus \$5.00 bill fee - \$10.00 if AWM
4. Make all court appearances on your pending DWLS 3, if any, until notified in writing otherwise. Failing to appear causes a warrant for your arrest.

Once you have completed these requirements we will have you sign some additional documents. We will then file a Notice of Participation with the court and commence your participation in the program. You will be assigned one driving class and at least one Life Skills class over 60 day. After you have made your monthly payment(s) and sixty days after the Notice of Participation is filed, we will ask the Court to approve a Completion Order, which will allow you to reinstate your driving privileges and dismiss your pending Driving License Suspended Third, if any.

TIER III: As Tier III applicant, you will need to accomplish the following prior to being accepted into the program and eligible for relicensing

1. Pay the nonrefundable administrative fee a \$100.00 and bring us the receipt.
2. Make all court appearances on your pending DWLS 3, if any, until notified in writing otherwise. Failing to appear causes a warrant for your arrest.
3. Be ready to commence making regular monthly payments on your account totaling \$_____. Plus \$5.00 bill fee - \$10.00 if AWM

Once you have paid the administrative fee, return the receipt to us. We will file a Notice of Participation with the court and commence your participation in the program. You will be assigned one driving class and at least two Life Skills class over 120 days. The Reinstatement Plan will contain a monthly time payment obligation(s) on your fine(s), and the classes you will be required to take and a requirement for you to obtain an insurance quote. **Assuming you comply with each of the Reinstatement Plan requirements**, at the end of 120 days we will ask the Court to approve a Completion