MINNESOTA DEPARTMENT OF PUBLIC SAFETY
DRIVER AND VEHICLE SERVICES

Request for Administrative Review

Upload online: drive.mn.gov	FAX: 651-797-1299	EMAIL: dvs.ii@state.mn.us	QUESTIONS: 651-296-2948	Mail: 445 Minnesota St, Ste 177, St Paul, MN 55101

- If you have received an ignition interlock program violation, you are entitled to an administrative review of the violation by the Commissioner of Public Safety. If you received more than one violation notice, you must submit a separate 'Request for Administrative Review' for each program violation notice letter sent.
- The request for administrative review must be submitted in writing. It is important that you provide all pertinent information, details, receipts, and any additional supporting documentation at the time of request for administrative review. Once received, the commissioner's designee will undertake a full review of the facts surrounding the program violation.
- You will be notified by mail of the results of the review within fifteen (15) days of receipt. You may appear in person during normal business hours to discuss any driver's license matter with a driver evaluator.
- **THE DECISION IS FINAL AND NO SUBSEQUENT ADMINISTRATIVE REVIEW SHALL BE GRANTED.**

First Name (please print) _____ Middle Name _____ Last Name _____ Date of Birth _____

Driver's License Number _____ Date of Program Violation(s) (mm/dd/yy) _____

Type of Violation (BAC, Skipped Rolling Retest, Circumvention, etc.) _____

In the space below, explain what happened. If appropriate, attach copies of any relevant documents including any supporting documentation from the ignition interlock vendor.

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What is the purpose of supplying the requested information?

The Department of Public Safety ("DPS") collects the information on this form for identification purposes, in order to conduct an administrative review for the recorded violation of the Ignition Interlock Program as outlined in Minn. Stat. § 171.306 (5), and Minn. R. 7409.4600 in the Minnesota Ignition Interlock Program Guidelines.

Am I required to provide the requested information?

You are not legally required to complete this form.

What will happen if I do not provide the requested information?

You can refuse, however, DPS cannot conduct the administrative review of your Ignition Interlock Device Program violation.

Who will have access to the requested information?

DPS may disclose personal information when it relates to the operation or use of a vehicle or to public safety. The use of personal information when it relates to the operation or use of a vehicle or to public safety. The use of personal information relates to public safety if it concerns the physical safety or security of drivers, vehicles, pedestrians or property. The personal information you provide for an administrative review in the Ignition Interlock Device Program is classified by 18 U.S.C. § 2721 and Minn. Stat. § 171.12, and is subject to the disclosure in accordance with these laws.

I hereby affirm that the information provided is true and accurate to the best of my knowledge.

X _____ _____

Signature Date