

State of Iowa Out-Of-State OWI Documentation

Return this form to:

Iowa Department of Education
Attn: Drinking Driver Education
400 E 14th St
Des Moines, IA 50319-0146
Fax: 515-725-2014
Email: OWIiowa@iowa.gov

Iowa law requires that individuals cited for operating a motor vehicle while under the influence of alcohol or drugs complete a drinking driver education course and a substance abuse evaluation. In order for the State of Iowa to release the hold placed on your driving record, you will need to submit proof that you have completed the education and evaluation. **This form should be submitted with documentation that shows a drinking driver education program and/or a substance abuse evaluation/treatment were completed *outside* of the State of Iowa.**

Complete this form and return it with all documentation noted below. There is an administrative fee of \$37.50 for submitting documentation for drinking driver classes completed out of state. Payment in the form of a cashier's check or money order should be made out to the **Iowa Department of Education**. You may also pay this fee with a credit/debit card at: <https://stateofiowa.seamlessdocs.com/f/owiadmin> There will be a \$1.00 convenience fee for paying online. We are unable to accept personal checks.

OWI OFFENDER INFORMATION

Please print or type information below. Failure to provide requested information may delay the processing of your documents.

First Name: _____ Last Name _____ MI: _____

Date of Birth: (mm/dd/yyyy) _____ Telephone #: _____

Email: _____ Street Address: _____

City: _____ State: _____ Zip Code: _____

OWI REQUIREMENTS

Submit a certificate or letter of completion from the education program which clearly specifies the name of the agency providing the education and its location, the number of hours of the course, and the date the course was completed. The course must be a state approved program and at least 8 hours in length. Treatment is not accepted in lieu of education. Note: Online classes are not accepted.

Also provide documentation of a substance abuse evaluation/assessment which clearly specifies the date of the evaluation, the name of the evaluator/agency, the evaluator's recommendation, the evaluator/agency's location/telephone number. If the evaluation recommends treatment, documentation showing when and where the treatment was completed must also be submitted.

Under penalty of perjury, I affirm that the information on this form is true and correct.

Signature of Offender: _____ **Date:** _____

Submission Checklist – Make sure you have:

- attached documentation in the form of a certificate or letter of completion for at least 8 hours of drinking driver education completed outside of Iowa.
- attached a copy of your substance abuse evaluation, and provide documentation to show you have completed treatment IF the substance abuse evaluation recommended treatment.
- paid \$37.50 either electronically at <https://stateofiowa.seamlessdocs.com/f/owiadmin> or in the form of a money order made payable to the Iowa Department of Education. There will be a \$1.00 convenience fee for paying online.