



**Information Notice**

**DIVISION OF MOTORIST SERVICES**

<b>DATE: 1/16/2018</b>	<b>Information Notice (INFO) INFO18-001</b>
<b>SUBJECT: Unjustified Financial Responsibility Clearances at DL Offices</b>	

**Overview:**

When a Financial Responsibility (FR) sanction is cleared in a field office and all the compliance requirements were not met, an “Unjustified Clearances at DL Offices” report is generated. The FR sanctions listed on the report are reviewed by members of the Evaluation Section in the Bureau of Motorist Compliance and the customer is notified of any documents and/or fees required to satisfy the sanction.

**Details:**

In reviewing these sanctions, there are times when the SR22 or FR44 certificates and release agreement forms cannot be found. In some instances, the appropriate fees may not have been collected. If there are missing compliance documents and/or fees, an “FR Field Clearance Error Letter” is mailed to the customer along with compliance instructions. The customer has 20 days to mail or fax the required documents to avoid a re-suspension for non-compliance with the FR sanction.

Until 2010, a copy of the customer’s “FR Field Clearance Error Letter” was also mailed to the office supervisor so they were aware of the error or missing requirements. In an effort to work together to reduce errors and provide training opportunities, we will resume emailing the office manager a copy of the letter that is being sent to the customer.

**Conclusion:**

If you need additional information, please contact your next level of management or the Field Support Center.