

MARTIN DWI SERVICES

101-A Triangle Court, Nashville NC 27856
Tel: 252-883-9644 / Fax: 804-549-5096 / Email: rbmartin@suddenlink.net

CLIENT INFO SHEET

(For clients with unresolved **North Carolina** DWI convictions)

Clearing an unresolved NC DWI requires a "508-R Form" be submitted on your behalf to the NC Division of Motor Vehicles (NCDMV). The 508-R Form proves DWI assessment & program completion as certified by a licensed NC DWI agency. The NCDMV will not accept 508-R Forms or completion letters sent to them directly from agencies or clients outside North Carolina. The NCDMV directs clients completing a program outside NC to hire a licensed NC DWI agency, which then submits the 508-R Form for you, under its NC licensure to do so.

Martin DWI Services is a private agency licensed by the State of NC as a DWI agency, and specializes in these Out Of State DWI cases. We can process your NC DWI case with the NCDMV.

HOW TO CLEAR YOUR NORTH CAROLINA DWI(s):

- 1) Save your document proving you completed a DWI program. You (or the agency) may fax it directly to **1-804-549-5096** or mail a copy to the address at top of this page.
- 2) Contact: **Rob Martin CSAC / Cell: 1-252-883-9644 / Email: rbmartin@suddenlink.net**

****I must speak with you, the client, to obtain required info for the 508-R Form, to give you a fuller explanation of the process, to explain possible NC-DMV fees, and to answer any questions you have about the process.*

- 3) Our fee is **\$175** for single DWI. Add \$100 for each additional NC DWI that requires clearance. The fee may be paid two ways - by personal check or money order made out to "**NCBHS**" and mailed to our office:

Martin DWI Services 101-A Triangle Court, Nashville NC 27856

OR... you may pay over the phone with credit or debit card by calling our office at **252-883-9644**.

- 4) I must have: **(a)** documentation of program completion **(b)** a copy of your NC driving record (I obtain this for you), **(c)** consents to release information, and **(d)** our agency's \$175 fee before I can submit your 508-R Form to the NC-DMV. I will check to see if you owe the NC-DMV or NC County of arrest any fees or fines.