

**IGNITION INTERLOCK PROGRAM
INSTALLATION AND LICENSING INSTRUCTIONS**

Smart Start Canada Inc. Toll Free: 1-844-432-4776

IMPORTANT REMINDER: Throughout the installation and licensing process described below, please be advised that it is **illegal to operate a vehicle until you are issued a Restricted Driver's Licence which indicates "restricted to a vehicle with an alcohol sensing ignition interlock device" and your vehicle is equipped with such a device.**

You must make arrangements with someone who holds a valid driver's licence to transport the vehicle which will be equipped with the alcohol sensing device to the installation appointment. If you are required to complete a road test as part of your reinstatement conditions, because you are not yet able to legally drive, you will be required to make arrangements to attend the Alberta Registry Agent by an alternate source, such as family / friends, taxi service, etc...

A. Completing Reinstatement Conditions:

1. Most reinstatement conditions must be completed prior to commencement of the mandatory Ignition Interlock Program (IIP).

To register for either the Planning Ahead Course (Reinstatement Condition #10) or the IMPACT course (Reinstatement Condition #12), please contact the Alberta Motor Association at 780-430-8811 or Toll Free in Alberta at 1-800-272-5698.

**THE PLANNING AHEAD OR IMPACT COURSE MUST BE COMPLETED BEFORE
FOLLOWING THE INSTRUCTIONS BELOW:**

B. Arranging Your Road Test Appointment:

Please refer to the Notice of Suspension sent from Driver Fitness and Monitoring (DFM) to determine if you are required to complete a road test as part of your suspension reinstatement conditions. If you require a duplicate copy of your Notice of Suspension, you may arrange to purchase this from any Alberta Registry Agent.

You will not be required to complete a road test if you held a valid driver's licence for less than one year prior to the approval of your IIP application. Please note you will not be required to have the ignition interlock device installed in the vehicle prior to the completion of the road test.

To arrange for the road test, please present your approved IIP application (sent from DFM) to any Alberta Registry Agent. The Registry Agent will outline the Road Test Terms and Conditions, and schedule a road test at your convenience. The Alberta Registry Agent may assist with a Suspension Verification, if required, for the road test.

C. Schedule the Installation Appointment:

1. Schedule the installation appointment with Smart Start Canada Inc. (Smart Start):

Online at www.smartstartcanada.ca. Once your online request is processed, you will receive a confirmation email with an authorized service centre location, date/time, and instructions of required items for the installation appointment. Smart Start's website utilizes enhanced security features to maintain your privacy.

OR

Contact Smart Start Toll-Free by telephone at 1-844-432-4776 to schedule your installation. Please have all of your information available prior to contacting Smart Start by telephone.

Please ensure to advise Smart Start you have been approved to participate in the IIP.

2. Please review your required financial obligations for the ignition interlock device installation.

D. Date of Install:

1. **As you are unable to legally operate a vehicle at this time, please make arrangements for someone who holds a valid driver's licence to transport the vehicle which will be used for your IIP to the installation center.**

Note: Failing to have the interlock device installed within 60 days of program approval may cause delays for you in obtaining a restricted licence.

2. Please submit your IIP application form to the installation centre representative for completion of the "Installer" section (Portion 3 of your IIP application form).
3. Once the ignition interlock device is installed, you, your driver, and any other persons' who may be operating the vehicle with the ignition interlock device must receive training from Smart Start.
4. Satisfy the financial obligations with the installation centre. Smart Start accepts Visa, MasterCard, debit, money orders, certified cheques and bank drafts. Smart Start will not accept uncertified cheques. Please note: Cash is not accepted at Smart Start Corporate locations.
5. **Please obtain your completed IIP application form from the installation centre representative.**

E. Road Test:

1. If the road test was not completed prior to the ignition interlock device installation, and because you are not yet able to legally drive, you will be required to make arrangements to attend the Alberta Registry Agent by family, taxi service, etc.
2. If requested by the Driver Examiner, please have your IIP application form available for presentation.
3. Upon successful completion of the road test, please ensure your IIP application form is returned to you. You will submit this along with the road test permit to the Alberta Registry Agent in exchange for a restricted driver's licence.

F. Obtain a Restricted Driver's Licence

1. Please attend any Alberta Registry Agent to finalize the completion of your IIP application form.
2. Please ensure you have satisfied all outstanding reinstatement conditions (including payment of the reinstatement fee(s)). The Registry Agent will validate your completed IIP application form and retain for further administrative processing.
3. **A Restricted Driver's Licence, displaying your new status "restricted to a vehicle with an alcohol sensing ignition interlock device" will be issued to you. Once the Restricted Driver's Licence is issued, you will be legally permitted to operate a vehicle equipped with an Ignition Interlock Device ONLY.**

Until you are issued a Restricted Driver's Licence, you may not operate any motor vehicle, otherwise you may face additional criminal charges of driving while suspended, vehicle seizure, and additional sanctions/penalties.