

Your next-step checklist

After a Pennsylvania DUI arrest: organize the facts, notices and next questions.

Your court date may not be your only deadline.

The criminal case and PennDOT license process may follow different schedules. Read every notice separately. Call promptly if a hearing, suspension or appeal deadline may be approaching; do not wait to collect everything.

- ☐ **Save charging and court documents**
Keep every page of the complaint, citation, summons, docket information, bail or release papers and court notices. Save envelopes and record when each notice arrived.
- ☐ **Keep every license notice**
Save PennDOT or home-state correspondence about suspension, refusal, restoration or ignition interlock. A pending criminal case does not establish that you may drive.
- ☐ **Preserve testing and incident records**
Keep breath, blood, hospital or refusal paperwork already in your possession, vehicle-release records, photos, video and relevant messages. Preserve originals without editing or deleting them.
- ☐ **Write a private timeline**
Record approximate times, location, police observations, statements, roadside exercises and testing. Note relevant health or medication information privately for counsel; do not publish it or send it through this checklist form.
- ☐ **Follow current instructions and request guidance**
Continue following court orders and release conditions. Do not discuss the incident on social media or tell witnesses what to say. Request individual review of the evidence, notices and available options.

Missing paperwork? Contact the firm with what you have. Downloading this guide or submitting a form does not create representation, extend a deadline or determine your license status.

Charged with a DUI? Rob's Your Guy.

Call (215) 543-6788 | barchiesilaw.com/dui-checklist

Attorney advertising. General information, not legal advice. No result is guaranteed.

Your private preparation worksheet

Complete this for your own records. Keep it secure and bring it to a consultation.

County / court:

Case / docket number (if known):

Date and approximate time of incident:

Location and sequence of events:

Notice tracker

Document / agency	Received on	Date / deadline stated	Question for counsel

Copy dates exactly from each notice. This worksheet does not calculate or validate deadlines.

Preserve before the consultation

Check that you have saved original documents, envelopes, testing records, release instructions and any relevant photos or video. Note what is missing and where it may be located. Do not delay seeking advice because records are incomplete.

Privacy reminder: do not upload this worksheet, a driver's-license image, medical records or case evidence through the free-download form or social media.

Charged with a DUI? Rob's Your Guy.

Call (215) 543-6788 | barchiesilaw.com/dui-checklist

Attorney advertising. General information, not legal advice. No result is guaranteed.

Questions for your consultation

A useful first conversation starts with clear questions and the documents available.

☐ What needs attention first?

Which court, release, reporting or PennDOT notices require a response, and what deadlines apply to my specific case?

☐ What is my current driving status?

Is there a suspension, refusal issue, restoration requirement, CDL issue or out-of-state license concern? Could ignition interlock be relevant?

☐ What evidence should be reviewed?

What records concern the reason for the stop, roadside observations, recordings, testing authorization, equipment, collection, handling or laboratory procedures?

☐ Is ARD relevant, and what would it require?

Admission is not automatic after a first arrest. Ask about eligibility, county procedures, conditions and licensing consequences, as well as other potential options.

☐ Could other consequences matter?

Ask about employment or professional-license concerns, commercial driving, and immigration consequences if applicable before accepting a proposed resolution.

☐ What happens if I hire the firm?

Ask about fees, scope of representation, communications, documents needed and the next steps. A consultation request does not itself mean the firm has accepted your case.

Official starting points

PennDOT: pa.gov/agencies/dmv | Court records: ujportal.pacourts.us
Monroe County Courts: monroepacourts.us

Prepared October 12, 2026. Rules and procedures can change. This guide does not decide defenses, eligibility, appeal rights, license status or outcomes. Obtain guidance specific to your circumstances.

Charged with a DUI? Rob's Your Guy.

Call (215) 543-6788 | barchiesilaw.com/dui-checklist

Attorney advertising. General information, not legal advice. No result is guaranteed.