

Thank you for your enquiry with Lloyds School of Motoring.

We understand how confusing the process of obtaining your licence can seem. Therefore, we have prepared a starter pack, with all the relevant documentation you require. You are very welcome to collect this from our office.

To get started you should now take the following steps:

1. Arrange a medical with your doctor and ensure you bring the DLM1 form for completion. Check if they can complete the vision assessment or if you need to book an appointment with an optician. Fees are at the discretion of your surgery and optician and please note that the completed form is only valid for 3 months.
2. Complete an [Access NI Basic Check](#) online and make sure you do not choose the digital certificate option. The fee is £18. Wait for the disclosure certificate to arrive and please note this is only valid for 3 months. If required, we can undertake this process on your behalf for a fee.
3. Apply for your provisional Category D / D1 licence using a DL2 form. Send the completed DLM1 and DL2 forms, the paper and plastic parts of your licence together with a cheque or postal order for £20 to the DVA (made payable to DVA and crossed "A/C PAYEE"). The address is: Driver Licensing, DVA, County Hall, Castlerock Road, Waterside, Coleraine, BT51 3TB. We recommend using Signed For postage.
4. While you wait for your licence, you should start studying for your PCV multiple-choice theory and hazard perception tests. You can purchase the most up to date study book and DVD from our office. We also can provide [theory tuition](#) to assist you to prepare for these tests.
5. Once you receive your licence, you can [now book](#) the PCV multiple-choice theory and hazard perception tests. These are computer based tests which you take at a Theory Test Centre. If required, we can book these tests on your behalf, for a fee.
6. Once the above steps are complete, Lloyds School of Motoring can now arrange your practical training and test. Course details and costs are outlined below.
7. To use your newly acquired licence commercially you will be required to complete [Driver CPC Modules 2 & 4](#).

On completion of Driver CPC, you will be issued with your Driver Qualification Card which is valid for five years.

8. You will also require a digital tachograph driver card and we can provide this form.

We hope this has been of assistance but please do not hesitate to contact us to discuss any queries you may have during the process.

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