LLOYDS
SCHOOL OF MOTORING

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Thank you for choosing Lloyds School of Motoring.

We understand how confusing the process of obtaining the licence can seem. Therefore, we have prepared this starter pack, with a step by step guide and all the relevant documentation.

To get started you should now take the following steps:

1. Contact the office to arrange an appointment for a medical with our service provider. Alternatively, you can arrange this with your own doctor. 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. You will need to bring a DLM1 form to the appointment and please note that the completed form is only valid for 3 months.

2. Complete an Access NI Basic Check online and make sure not to choose the digital certificate option. The fee is £16. Wait for the disclosure certificate to arrive and please note this is only valid for 3 months. If required, we can undertake this process for a fee of £20.

3. Apply for a provisional bus licence using a DL2 form. Send the completed DLM1 and DL2 forms, the paper and plastic parts of your licence, the Access NI Basic Check certificate, together with a cheque or postal order for £20, 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 can also 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 are taken at a Theory Test Centre. The link to book the tests is on our website: https://www.lloydsmotoring.co.uk/theory-booking. If required, we can book these tests on our behalf, for a fee.

6. Once you have passed these tests, Lloyds School of Motoring can now arrange your practical training and test.

7. To use your newly acquired licence commercially you will be required to complete Driver CPC Modules 2 & 4 will be required. Details and costs are available on request.

   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.

More information is available on our website: https://www.lloydsmotoring.co.uk.

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.

Driver & Vehicle Agency
iAM RoadSmart
drivercpc
INVESTORS IN PEOPLE