

**North Carolina Division of Motor Vehicles
SCHOOL BUS AND TRAFFIC SAFETY SECTION
COMMERCIAL DRIVER TRAINING SCHOOL APPLICATION FOR LICENSE
QUESTIONS**

All questions must be fully answered. If explanation is required, use a separate sheet.

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| 1. Have any of the owner, partners, associates or corporation officers ever operated a commercial driver training school before? | Yes | No |
| 2. Is your commercial driver training school located in an area zoned for such operation? | Yes | No |
| 3. Is your equipment including motor vehicles owned by your school? (if "no" attach a copy of the lease.) | Yes | No |
| 4. Is your commercial driver training school located within or adjacent to a driver license examination station? | Yes | No |
| 5. How many square feet of floor space does your commercial driver training school contain? | | |
| 6. Is your commercial driver training school the principal business entity of the address given? | Yes | No |
| 7. Does your commercial driver training school maintain a permanent classroom facility? | Yes | No |
| 8. Does your commercial driver training school maintain a permanent office facility? | Yes | No |
| 9. Is your classroom facility separate from your office facility? | Yes | No |
| 10. Indicate the number of square feet in the classroom. | | |
| 11. Do your classrooms have adequate lighting, heating and ventilation? | Yes | No |
| 12. Do school facilities comply with all state laws, state regulations, municipal ordinances, municipal regulations as related to public health and public safety? | Yes | No |
| 13. Does your classroom have a whiteboard, blackboard or similar? What size? | Yes | No |
| 14. How many seats do you have seating and desk-like writing facilities for? | | |
| 15. Does your classroom facility contain charts and diagrams or pictures relating to the operating of motor vehicles and traffic laws? | Yes | No |
| 16. Does your classroom contain textbooks, reference books and pamphlets relating to the proper operation of motor vehicles and traffic laws. | Yes | No |
| 17. Does your classroom contain any additional psychophysical testing equipment? | Yes | No |
| 18. Is your classroom equipped with audio visual equipment including a projector? | Yes | No |
| 19. Is your classroom equipped with driver training videos and/or driver training images? | Yes | No |
| 20. Is your classroom equipped with other testing aids? | Yes | No |
| 21. Does the school employ or is it associated with at least one person who is licensed by the Division as a commercial driver training instructor? | Yes | No |
| 22. Is your classroom facility in the same building as the office facility? | Yes | No |
| 23. Does the commercial driver training school presently operate any branch facility? | Yes | No |

MOTOR VEHICLE FLEET
List all vehicles owned or leased
(Inform the division of any changes withing 10 days)

| Year and Make | Serial Number | License Plate No. | Owned | Leased |
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CONDITIONS

As a condition for the issuance and the continued effect of a commercial driver training school license, the undersigned undertakes and agrees to all the following conditions:

- A. To maintain adequate records as prescribed by the rules, regulations, and administrative code of the Division and to permit the inspection of such records by an authorized representative during regular office hours.
- B. To employ or otherwise make use of instructors who have been properly licensed by the Division.
- C. To advise the Division when an instructor is terminated by the school. Include a brief statement of the reasons for such termination.
- D. To comply with all state laws and regulations and all municipal ordinances and regulations relating relating to public health and public safety for the school and business facility.
- E. To comply with all the provisions of NCGS Article 14 and the Division's rules, regulations, and administrative code relating to commercial driver training schools.
- F. To advise the Division with ten (10) days of any material change in the application or the schedules which are made a part thereof.

I the undersigned swear (affirm) that I have read the entire foregoing; that I am familiar with all of its contents and that all answers, statements, and all matters contained within are true in substance and in fact.

(APPLICANT'S SIGNATURE IN INK)

To knowingly make a false statement or conceal a material fact in this application is a criminal offense and will result in the revocation of your commercial driver training school license.

NOTE; Application must be signed by Owner, Operator, Manager, or President of the Corporation

WHEN YOU HAVE COMPLETED THIS APPLICATION (INCLUDING THE REQUIRED ATTACHMENTS) MAIL TO:
SCHOOL BUS AND TRAFFIC SAFETY, DIVISION OF MOTOR VEHICLES
3117 MAIL SERVICE CENTER
RALEIGH, NORTH CAROLINA 27697-3117