APPENDIX C – SAMPLE PROVIDER'S APPLICATION FORM

To be completed by a person volunteering to provide driving instruction

1 Name: _____

2 Date of Birth: (day/month/year) _____

3 Address: _____

_____ Post Code: _____

Phone Number: _____ Work: _____ Mobile: _____

4 MDL Number: _____ Class: _____

Date Issued: _____ Date Expires: _____

5 Vehicle Make/Model: _____ Plate Number: _____

☐ Manual Car ☐ Automatic Car ☐ Motorcycle *(please tick)*

6 Available times: ☐ Weekdays *(e.g. Monday 1pm–5pm)* _____

_____

☐ Weekends _____

_____

7 Contact in case of emergencies: _____

8 Requirements of Volunteer Accompanying Driver *(please tick)*:

a)	I have obtained a Police clearance (attached).	☐ Yes	☐ No
b)	I have provided a character reference (attached).	☐ Yes	☐ No
c)	I hold a current licence of the class shown above and have done so for a period of four (4) or more years and I am not on licence disqualification.	☐ Yes	☐ No
d)	I am not aware of any physical or other condition that may impair my ability to drive, e.g. taking medication.	☐ Yes	☐ No
e)	I have contacted my insurance company and have appropriate insurance cover to provide this service (attached).	☐ Yes	☐ No
f)	My vehicle is licensed and roadworthy.	☐ Yes	☐ No

9 Agreement to Conditions:

a) I agree to accompany a learner driver as a driving instructor while the learner is obtaining driving experience.
b) I agree to sign the learner's log book (where appropriate) to confirm the date, time, hours involved and the kilometres driven by the learner while under my supervision.
c) I understand my role as a volunteer driving instructor.
d) To the best of my knowledge, the information I have given above is true and correct.

Signature: _____ Date: _____

Recommended: _____ Approving Officer Date: _____