



APPLICATION FOR DRIVER'S LICENCE

City of Sault Ste. Marie Bylaw #2011-161

INSTRUCTIONS TO APPLICANTS

1. Read the requirements for a licence carefully.
2. If you can meet all of the requirements, complete the application form in full.
3. An authorized representative of the company you want to work for must complete the "Certificate of Intent".
4. Bring the completed application form to the Sault Ste. Marie Police Service, 580 Second Line East. An appointment will be made for you to complete the written test. You will be required to pay a **non-refundable administration fee of \$15.00** at the time you make your appointment.
5. If you are granted a licence, you will need to provide two (2) **passport size (1 1/2" x 1 1/2")** photographs.

REQUIREMENTS FOR LICENCE

1. Be at least 18 years of age.
2. Have a valid unrestricted class "G" driver's licence with no more than 9 demerit points issued under the authority of the *Highway Traffic Act of Ontario*.
3. Not have a criminal record for which a pardon has not been granted.
4. Not have been found guilty of an offence under the *Liquor Licence Act of Ontario* pertaining to the illegal sale or purchase of liquor within the preceding three years.
5. Not be suffering from any condition that might render you unfit to drive.
6. Provide "Certificate of Intent" from your employer.

BYLAW #2011-161 <u>APPLICATION FOR DRIVER'S LICENCE</u>			PHOTOGRAPH
NEW	RENEWAL	REFUSAL	
LICENCE NUMBER:			

NAME OF APPLICANT	_____	_____	_____
	LAST	FIRST	MIDDLE
DATE OF BIRTH	_____		_____
DRIVER'S LICENCE #	_____	CLASS	EXPIRY DATE _____
ADDRESS	_____		
POSTAL CODE	_____	TELEPHONE #	_____
HEIGHT	_____	WEIGHT	_____
		BUILD:	_____
HAIR COLOUR	_____	EYE COLOUR	_____
		COMPLEXION	_____
<u>SCARS, TATTOOS, ETC.</u>			

I hereby declare that the information contained in this application is true and complete to the best of my knowledge. I understand that any false statement made by me on this application form may disqualify me from obtaining a licence, or result in the suspension of my licence if already issued. I further declare that if a driver's licence is issued to me, I will familiarize myself with the provisions of Bylaw 2011-161 and shall comply with the requirements and conditions contained therein.

I understand that a conviction for a criminal offence, Liquor Licence Act offence, or Highway Traffic Act offence may disqualify me from being come a driver, or result in the suspension of my licence if already issued.

Date (Day/Month/Year) Applicant's Signature

Personal information contained in this form is collected under the authority of Sault Ste. Marie Police Services Board Bylaw 2011-161 and will be used for the administration of the Bylaw. Questions regarding the collection of this information should be directed to the Sault Ste. Marie Police Service, 705-949-6300 ext. 326.

CERTIFICATE OF INTENT

I, _____ being the owner/authorized agent for

_____ operating under the authority of Bylaw 2011-161
Company Name

do hereby certify that _____
Name of Applicant

will be employed/engaged under contract to operate our:

limousine(s) taxi(s) shuttle(s)

under the provisions of Bylaw 2011-161 providing he/she is granted a licence to do so.

Date (Day/Month/Year)

Authorized Signature

OFFICE USE ONLY

INITIALS

CPIC / CNI	POSITIVE	NEGATIVE	
OPTIC	POSITIVE	NEGATIVE	
FINGERPRINTS DONE	YES	NO	
FPS #	<input style="width: 100px; height: 20px;" type="text"/>		
D.L. HISTORY DONE	YES	DEMERIT POINTS =	
WRITTEN TEST (1)	PASS	FAIL	
(2)	PASS	FAIL	
EMPLOYMENT CERTIFICATION	YES	NO	
INTERVIEW REQUIRED	YES	NO	
INTERVIEW DONE	YES	NO	
INTERVIEW FORM ATTACHED	YES	NO	
FEE PAID	YES	NO	