

**DEPARTMENT OF ENVIRONMENT**  
**APPLICATION FOR A TRAINEE LICENCE**



THE ROAD TRAFFIC (NORTHERN IRELAND) ORDER 2007

- NOTES:**
1. After completion, the form should be sent with the fee together with 2 passport size photographs to the Registrar of Approved Driving Instructors, DVA, Balmoral Road, Belfast BT12 6QL.
  2. Information about the licensing arrangements is given in a booklet (ADI 1) which can be obtained from the Registrar or from [www.dvani.gov.uk/](http://www.dvani.gov.uk/)

(A.) Surname:		Address:			
First Name(s):					
Title: <i>(please delete or if other please state)</i>	Mr.	Mrs.	Miss	Ms.	
Telephone No:					
Date of Birth:				Postcode:	

Have you previously applied for,	(i) a trainee licence	YES	NO	
<i>(please tick as appropriate)</i>	(ii) registration	YES	NO	

**(B).** Give the name, address and ADI number of your supervising ADI.

Name	
Address	
ADI Number	
Telephone No.	

**PLEASE NOTE**

- A school or business address may be given if appropriate,
- The Supervising ADI must sign the declaration at section C,
- The licence is not valid for use from any other address, unless authorised in writing by the Registrar.

**(C). DECLARATION BY THE SUPERVISING ADI NAMED IN SECTION B.**

I declare that I have read the Booklet ADI.1 and accept the conditions under which any trainee licence is granted.

Signature of Supervising ADI: \_\_\_\_\_

Date: \_\_\_\_\_

Have you passed the ADI Part 1 theory test and Part 2 test of driving ability? <b>If the answer to this question is 'NO' or if you have failed the ADI Part 3 Instructional Ability test on three occasions your application for a licence cannot be considered.</b> <i>(please tick as appropriate)</i>	YES	NO

**PLEASE NOTE**

Trainee licences are valid for six months, and apart from very exceptional circumstances you will only be granted two licences, as we do not intend to grant you licences for as long as it takes you to pass. It is not vital that you hold a trainee licence before you become registered and the licence is not an alternative to registration. Under Regulation 6(2)(a) of the Motor Cars (Trainee Licence) Regulations (Northern Ireland) 2010 it states ‘ where a person applies for a new licence in substitution for a licence held by him and current at date of application, the previous licence shall not expire until the commencement of the new licence’

Therefore, if you wish to apply for a second licence and remain entitled to give instruction for payment or reward, **your application must be received by the Agency before the date on which your current licence expires.**



