

## Driving Licence check information.



From 8th June 2015 drivers will no longer be supplied with a paper counterpart when their licence arrives. The paper counterpart used to hold information about any endorsements and driving bans. As a Driving Instructor I am legally bound to check your driving licence prior to taking you onto the highway as the provisional driver of a vehicle. I am also legally bound to check your full driving licence for Motorway tuition, conversion of entitlement to drive a different category of vehicle, or refresher course etc.

There are a couple of ways in which this can be done, but **this is my preferred option.**

Option 2 - Viewing your licence information online.

Prior to your first driving lesson, I shall require to see printed information about your licence. This can either be printed in advance (on the day or late the evening before), or shown to me on a tablet, iPad or smartphone.

To do this, please follow the steps below.

1. YOU MUST HAVE
    - your provisional driving licence
    - national insurance number
    - postcodewith you to use the online licence checking system.
  2. Go to <https://www.gov.uk/view-driving-licence>
  3. Read the instructions and click 'View now'
  4. Enter your
    - Driving licence number
    - National insurance number
    - Postcode that is on the driving licence
  5. You can now
    - View your details
    - View Vehicles you can drive
    - View Penalties and disqualifications
    - Share your licence information
4. Now click on 'view, print or save your licence information'. You will get a screen from which you can print off and give to me on your first lesson.

**Remember—You must still bring your provisional licence card with you to your first lesson.**

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Alternative methods are:

Option 2 - Sharing your licence information with me online.

1. Go to <https://www.gov.uk/view-driving-licence>
2. Click on 'share licence information'
3. Then 'Create a code'
4. Once the code has been created you need to give this to me with the last 8 digits of your provisional driving licence number.
5. I can then login to the DVLA website and see information about your licence. This is the only information I will be able to see about you.
6. This code will only last for 72 hours so you will have to make sure you send the information to me as soon as possible, and check with me that I have seen it.

**Remember—You must still bring your provisional licence card with you to your first lesson.**

Option 3 - Using the DVLA's phone licence checking service.

1. Monday to Friday, 8am to 7pm, or Saturday, 8am to 2pm, Call 0300 790 6801.
2. The DVLA will ask for your provisional driving licence information, address and date of birth.
3. Give the DVLA my name and grant permission for me to check your driving licence details.
4. You will need to give me
  - your full name as it appears on your licence
  - your address including postcode
  - your date of birth.
5. I can then call the DVLA to confirm details of your licence, on 0906 139 3837 (this is a premium rate number, so I will have to pass on the charge to you).
6. The permission will only remain with the DVLA for 7 days.

**Remember—You must still bring your provisional licence card with you to your first lesson.**