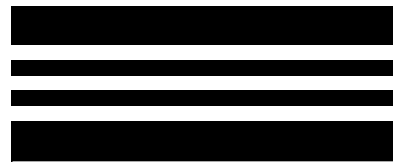




Driver Training School Branch License Application



Use this form to apply for or renew a driver training school license. Send the completed application, any required attachments, and the nonrefundable fee in a check or money order payable to the Department of Licensing to: **Driver Training Schools, Business and Professions Division, Department of Licensing, PO Box 35001, Seattle WA 98124-3401.**

This license application is for: (check one)

- Branch school - initial application—\$250
- Branch school - renewal application—\$125



Applicant information

Name of school (as you would like it to read on your license)		School license number (renewals only)	
Physical address (Street, City, State, ZIP code)			County
Mailing address, if different (no residential addresses)			
(Area code) Phone at this location	(Area code) Fax at this location	Name of on-site manager at this location	Main school email
Type of business <input type="checkbox"/> Owner (sole proprietor) <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Other _____			
Washington Unified Business Identifier (UBI) number		Employer identification number (EIN)	
Military? (check if applicable) Current or former: <input type="checkbox"/> Military member <input type="checkbox"/> Military spouse or domestic partner			

Location change (if applicable)

Existing location _____ Street address and city
New location _____ Street address and city

Owners/Interest holders information—List all owners, partners, associates, corporate officers, and substantial interest holders (i.e., someone who owns the instruction vehicles other than the owner, excluding financial institutions). If business is a sole proprietorship, do you want a spouse listed as an owner? Adding them later may require a new application and fees. Attach additional sheets, if needed. **Failure to disclose owner information may result in license denial or suspension.**

Name	Position	(Area code) Phone number

Answer the following

In this state or any other jurisdiction, are (have) any business owners, any persons with controlling interest in this business, or the business entity:

1. Within the last 10 years, defaulted or been convicted of or entered a plea of no contest to a gross misdemeanor or felony crime? (Don't include traffic offenses.) Yes No
2. Currently under indictment, or is there a criminal complaint, charge, or information pending against them? Yes No

Location—Attach a copy of current lease including any amendments made since the last renewal

- 1. Is the school or branch located at least 1,000 feet or more away from any Department of Licensing office where examinations for driver licenses are conducted? Yes No
- 2. Is the school or branch located in a district zoned for business or commercial purposes and in a building space used exclusively for giving driver education? (If yes, attach a lease agreement copy.) . . . Yes No
- 3. Is the branch located in a high school? (If yes, attach copy of the school district agreement.) Yes No

Insurance—Proof of automotive liability insurance must show coverage of at least one million dollars, and must include property damage and uninsured motorists coverage. If testing, you also must have professional liability coverage.

Attach a copy of the policy or binder showing the required coverage.

Insurance company name	Policy number	Company (Area code) Phone number
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Affidavit

Any misrepresentation or concealed material facts is sufficient cause for denial or suspension of your license.

Any conduct resulting in violation of the laws governing driver training schools or instructors is just cause for revocation or suspension of your license or other sanctions.

I declare under penalty of perjury under the law of Washington that the foregoing is true and correct.

Date and place signed	PRINT or TYPE name of owner, partner, associate, or corporate officer X Signature
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