



Driving Schools and Driving Instructor Application

Municipal Law Enforcement and Licensing
50 Centre Street South
Oshawa, ON
L1H 3Z7

Office Use Only	Req.	Rec.
Business Name Registration		
Drivers Licence		
Provincial Licence		
Drivers Abstract		
Insurance		
Safety		
Fire Department		
MLELS – Building		
MLELS – Property		
Tax Arrears		
Arrears - MLE		
Licence No.		
Issue Date		
Plate Number		

Driving School **Driving Instructor**

Complete one part:

Part A Driving Schools \$100

Part B Driving Instructor \$175

All applications are subject to a \$75.00 application fee.

Applicant

Last Name	Given Name(s)
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Home Address (including postal code)

Email

Home Phone	Business Phone
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Part A – Driving Schools

Business Name

Business Address (including postal code)

Mailing Address (including postal code)

Personal information contained on this form is collected under the authority of Section 11 of the Municipal Act, 2001 and will be used for administering the Municipal Law Enforcement and Licensing process. Questions concerning collection of personal information should be directed to the City of Oshawa’s Information Access and Privacy Officer at 50 Centre Street South, Oshawa, Ontario, L1H 3Z7 or 905-436-3311.

Part B – Driving Instructors

Name of Affiliated Driving School

Driving Instructor Licence expiry date

I have read and understand the regulations pertaining to this licence category. I authorize the City of Oshawa to make any investigation regarding this application and authorize the release of records and information to the City of Oshawa provided such information is received and discussed confidentially.

Signature

Date

Please submit the following documentation with your application.

Driving Schools

- Business name Registration (Master Business Licence and Articles of Corporation)
- A Valid Provincial Driving School licence that is current and in good standing
- List of all driving instructors that your driving school has on contract

Driving Instructor

- Driving School Affiliation Letter
- Provincial Driving Instructor Licence
- Automobile insurance with a limit for personal injury or damage to property of not less than \$2,000,000 per occurrence
- Safety Certificate and Passenger/Light Duty Inspection Report
- Vehicle Ownership

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