

## Terms and Conditions

### Expected of Complete Driver Training

All lessons will be of 60, 90 or 120 minutes duration, as previously agreed between us and should be paid for 48 hours in advance of the commencement of each "pay as you go" lesson, instructors no longer accept cash for security reasons. For block bookings, full payment should also be received 48 hours before the first lesson of the block booking course.

Your lessons will be structured according to the approved DVSA syllabus (Driver and Vehicle Standards Agency) and will include an element of theoretical instruction or briefing, particularly during your early lessons and also before the initial commencement of manoeuvres. Each lesson will be recorded on your Individual Progress Card.

We will at all times be polite and courteous and will expect the same in return. We will endeavour to arrive at the arranged time but you should allow 10 minutes either way, in view of varying traffic conditions. Anything outside this range we will try to contact you in plenty of time.

### Expected of You

Should you need to cancel a lesson, 48 hours notice would be appreciated or We reserve the right to charge as follows: for lessons of 60 minutes = £24, for lessons of 90 minutes = £36, and for lessons of 120 minutes = £48.

My contact number is: 07815 189 828

It's your responsibility to inform your instructor of any driving convictions, penalty points or medical conditions that may prevent you from learning to drive.

It's your responsibility to inform your instructor if you have to take medication that will affect your driving, you took drugs or consumed alcohol.

## Driving Tests

With regard to driving tests: these should only be booked following consultation with your instructor. They reserve the right to refuse the use of a Driving School vehicle if, in their opinion, you do not meet the safety standards required by the DVSA, to enable you to attempt the practical Driving Test.

Please ask your instructor about documentary requirements when attending a practical Driving Test and the use of the dual-controlled Driving School vehicle for your Test. We accept no responsibility for any test cancelled by the DVSA but will advise you on the compensation procedure that you have to follow.

### Belongings & Actions

You should ensure you have any personal belongings in your possession after each lesson, as we cannot accept responsibility for items you may leave in the car.

Your instructor is a Professional Driving Instructor, approved by the Driver and Vehicle Standards Agency and have undergone a long and intense period of training to a very high standard.

Please act in a mature and sensible way during your periods of Instruction and remember that whilst your personal safety is my highest priority, driving a motorcar is for serious-minded adults.

Enjoy your driving lessons with Complete Driver Training and may you enjoy safe, happy motoring for many years to come!



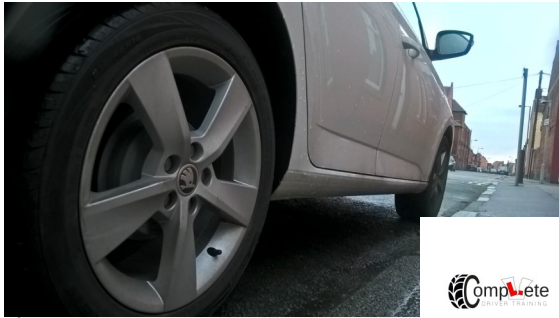
## Learn the Complete DRIVER TRAINING Way to Drive Progress Card

Name \_\_\_\_\_

Driver  
Number \_\_\_\_\_

Theory Test  
Passed \_\_\_\_\_





## Thank for Choosing Complete Driver Training

We would like to take this opportunity to thank you for opting to use our company for your driving lessons, we do appreciate that there are a lot of others you could have used.

With this in mind we want to make sure your learning experience is as good as it can be and if at any time you are not happy with any aspect of your tuition please speak to us about it.

You should bring your progress card to each lesson to help you keep track of how you are improving which is assessed this way:

- 1— Introduced
- 2— Under Full Instruction
- 3— Prompted Guidance
- 4— Seldom Prompted
- 5— Independent

You're not ready to take your practical driving test until you reach stage 5 in all topics.

### Contact Details

Instructor: Steven Rawling  
 Phone: 07815 189 828  
 Email: sjrawling@hotmail.com  
 Social Media: @Completedtliv  
 Website: www.completedtliv.co.uk

### Cockpit Drill

1	2	3	4	5
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Date:

Initials:

### Controls & Instruments

1	2	3	4	5
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Date:

Initials:

### Reversing on the Right

1	2	3	4	5
---	---	---	---	---

Date:

Initials:

### Reverse Park—Road

1	2	3	4	5
---	---	---	---	---

Date:

Initials:

### Moving Off & Stopping

1	2	3	4	5
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Date:

Initials:

### Turning Left & Right

1	2	3	4	5
---	---	---	---	---

Date:

Initials:

### Reverse Park—Car Park

1	2	3	4	5
---	---	---	---	---

Date:

Initials:

### Forward Park

1	2	3	4	5
---	---	---	---	---

Date:

Initials:

### Emerging Left & Right

1	2	3	4	5
---	---	---	---	---

Date:

Initials:

### Junctions & Roundabouts

1	2	3	4	5
---	---	---	---	---

Date:

Initials:

### Emergency Stop

1	2	3	4	5
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Date:

Initials:

### Awareness & Anticipation

1	2	3	4	5
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Date:

Initials:

### Pedestrian Crossings

1	2	3	4	5
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Date:

Initials:

### Crossroads & Meeting Traffic

1	2	3	4	5
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Date:

Initials:

### Use of Speed

1	2	3	4	5
---	---	---	---	---

Date:

Initials:

### Mirrors—Vision and Use

1	2	3	4	5
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Date:

Initials:

### Declaration of Test Readiness

I certify that

Is ready to take the driving test (however this does not guarantee a pass)

Name

Signed

### Practical Test Booking

Driving Test Centre

Date of Driving Test

Time