

### HEAVY VEHICLE LICENCE UPGRADE BOOKING FORM & ENROLMENT DETAILS

1. Personal details: **ENSURE NAME/DETAILS ENTERED ARE WRITTEN CLEARLY AS IT APPEARS ON YOUR LICENCE**

<b>FULL NAME:</b>			
<b>DATE OF BIRTH:</b>	/	/	(DD / MM / YYYY)
<b>RESIDENTIAL ADDRESS:</b>			
	<b>TOWN:</b>	<b>POSTCODE:</b>	
<b>POSTAL ADDRESS:</b>			
	<b>TOWN:</b>	<b>POSTCODE:</b>	
<b>EMAIL ADDRESS:</b>			
<b>MOBILE:</b>		<b>LANDLINE:</b>	
<b>EMPLOYER or WORK PH:</b>		<b>EMPLOYER/ CONTACT NAME</b>	
<b>CORRESPONDENCE PREFERRED BY:</b>	(PLEASE TICK) EMAIL <input type="checkbox"/>	PHONE <input type="checkbox"/>	TEXT <input type="checkbox"/>
<b>EMERGENCY CONTACT PHONE:</b>		<b>EMERGENCY CONTACT NAME:</b>	
<b>CURRENT LICENCE CLASS HELD?</b>	(PLEASE TICK) CAR: P's <input type="checkbox"/>	FULL <input type="checkbox"/>	HEAVY VEHICLE: LR <input type="checkbox"/> MR <input type="checkbox"/> HR <input type="checkbox"/> HC <input type="checkbox"/>
<b>TIME HELD CURRENT LICENCE?</b>	<b>APPROXIMATELY</b>	<b>YEARS?</b>	<b>MONTHS?</b>
<b>LICENCE PERMIT/ CLIENT NUMBER:</b>		<b>EXPIRY DATE:</b>	/ /
<b>2. HAVE YOU PREVIOUSLY UNDERTAKEN ANY LICENCE UPGRADE?</b> (I.E. CAR TO LR OR MR OR HR OR HC OR MC) IF YES PLEASE LIST DETAILS: I.E. CLASS AND DATE AND DETAILS OF TRAINING AND TESTS PASSED OR FAILED? GEAR BOX OF TRUCK USED? LOCATION/COMPANY TRAINED WITH? HOW LONG AGO DID YOU ACHIEVE / DID NOT ACHIEVE THIS DRIVER'S LICENCE UPGRADE?			YES <input type="checkbox"/> PLEASE WRITE DETAILS BELOW NO <input type="checkbox"/> (IF NO GO TO NEXT QUESTION)

<p><b>3. WHICH HEAVY VEHICLE LICENCE CLASS DO YOU WISH TO UPGRADE TO? PLEASE TICK WHICH CLASS &amp; GEARBOX TYPE BELOW: PLEASE NOTE ACCUSTOM ONLY SUPPLY THESE VEHICLES/GEARBOXES: MR – IZUZU, MANUAL SYNCHRO HR – HINO, ROAD RANGER (NON-SYNCHRO) HC – HINO, ROAD RANGER (NON-SYNCHRO) OR WE CAN PROVIDE QUOTES TO COMPLETE IN OWN CUSTOMER SUPPLIED VEHICLE (MUST MEET TRAINING &amp; ASSESSMENT REQUIREMENTS). AN OWN VEHICLE FORM IS REQUIRED TO BE FILLED OUT IF SUPPLYING OWN VEHICLE.</b></p>	<p><b>ACCUSTOM SUPPLIED VEHICLE? <input type="checkbox"/></b></p> <p><b>OR</b></p> <p><b>I WILL SUPPLY MY OWN VEHICLE? <input type="checkbox"/></b></p>
--	---

<p>LR - LIGHT RIGID <input type="checkbox"/></p> <p>AUTO <input type="checkbox"/></p> <p>OR</p> <p>MANUAL <input type="checkbox"/> (SYNCHRO)</p> <p><b>Student Eligibility:</b> Must have held a class C for at least one year. (Includes Provisional Licence)</p>	<p>MR - MEDIUM RIGID <input type="checkbox"/></p> <p>AUTO <input type="checkbox"/></p> <p>OR</p> <p>MANUAL <input type="checkbox"/> (SYNCHRO)</p> <p><b>Student Eligibility:</b> Must have held a class C for at least one year. (Includes Provisional Licence)</p>	<p>HR - HEAVY RIGID <input type="checkbox"/></p> <p>AUTO <input type="checkbox"/></p> <p>OR</p> <p>MANUAL <input type="checkbox"/> (SYNCHRO)</p> <p>OR</p> <p>ROAD RANGER <input type="checkbox"/> (NON-SYNCHRO)</p> <p><b>Student Eligibility:</b> Must have held:</p> <ul style="list-style-type: none"> <li>a) A class C for at least two years (Includes Provisional Licence) or</li> <li>b) A class LR or MR for at least one year. Or</li> <li>c) Exemption/Restricted: Primary Producers Learners Permit. (Class C 12months for both family members or employees)</li> </ul>	<p>HC - HEAVY COMBINATION <input type="checkbox"/></p> <p>AUTO <input type="checkbox"/></p> <p>OR</p> <p>MANUAL <input type="checkbox"/> (SYNCHRO)</p> <p>OR</p> <p>ROAD RANGER <input type="checkbox"/> (NON-SYNCHRO)</p> <p><b>Student Eligibility:</b></p> <ul style="list-style-type: none"> <li>a) Must have held a class MR or HR for at least one year. OR</li> <li>b) Obtained TILE Certificate &amp; Learners Permit (Must have held Class C for 24months) or</li> <li>c) Exemption/Restricted: Primary Producers Learners Permit. (Must have held Class C 12months for family members or Class C for 24months for employees)</li> </ul>
--	---	---	---

<p><b>4. ARE YOU UPGRADING FROM A CAR LICENCE (CLASS C) STRAIGHT TO A HC – HEAVY COMBINATION LICENCE? WHICH OPTION / HOW ARE YOU OBTAINING YOUR HC LEARNERS PERMIT? TILE (TRAINING IN LIEU OF EXPERIENCE) OR PRIMARY PRODUCERS EXEMPTION</b></p> <p style="text-align: center;">YES <input type="checkbox"/> <span style="margin-left: 200px;">NO <input type="checkbox"/></span></p> <p style="text-align: center;">PLEASE WRITE DETAILS BELOW <span style="margin-left: 100px;">(IF NO GO TO NEXT QUESTION)</span></p>	
--	--

<p>TILE ? <input type="checkbox"/></p>	<p>PRIMARY PRODUCERS EXEMPTION? <input type="checkbox"/></p>		
<p>HAVE OBTAINED OR OBTAINING THROUGH WHICH TRAINING ORGANISATION?</p>	<p>EXPIRY DATE ON HC LEARNER'S PERMIT?</p> <p style="text-align: center;">/ /</p>	<p>DATE OF TILE COURSE COMPLETED OR SCHEDULED?</p> <p style="text-align: center;">/ /</p>	<p>EXPIRY DATE ON HC LEARNER'S PERMIT?</p> <p style="text-align: center;">/ /</p>

<p><b>5. DO YOU HAVE ANY PRIOR EXPERIENCE DRIVING HEAVY VEHICLES? FOR EXAMPLE:</b></p> <ul style="list-style-type: none"> <li>- ON A FARM OR PRIVATE PROPERTY</li> <li>- I HAVE BEEN DRIVING UNDER QUALIFIED SUPERVISION (L PLATES DISPLAYED AND DRIVING WITH SOMEONE WHO HOLDS THE VEHICLE CLASS FOR 2 YEARS OR LONGER), IF YES PLEASE LIST DETAILS:</li> </ul>	<p>YES <input type="checkbox"/></p> <p>PLEASE WRITE DETAILS BELOW NO <input type="checkbox"/></p> <p>(IF NO GO TO NEXT QUESTION)</p>
<p><b>6. WHAT DO YOU REQUIRE THIS LICENCE UPGRADE FOR? FOR EXAMPLE:</b></p> <ul style="list-style-type: none"> <li>- PART OF MY WORK</li> <li>- TO LOOK FOR WORK / OTHER REASONS</li> </ul> <p>PLEASE LIST DETAILS BELOW:</p>	<p>I ACKNOWLEDGE I HAVE COMPLETED MY OWN CHECKS ON THE LICENCE CLASS LEVEL I NEED AND THAT I AM LEGALLY ELIGIBLE TO OBTAIN THIS LICENCE &amp; I ACKNOWLEDGE THE LICENCE IM AFTER SUITS THE VEHICLE I WILL NEED TO DRIVE OR AM WANTING TO DRIVE</p> <p>(PLEASE TICK TO ACKNOWLEDGE) <input type="checkbox"/></p>
<p><b>7. DO YOU HAVE ANY DISABILITIES OR MEDICAL CONDITIONS THAT MAY PREVENT YOU FROM OBTAINING THIS HEAVY VEHICLE LICENCE UPGRADE? HAVE YOU NEEDED TO PROVIDE SERVICE SA A DRIVING OR MEDICAL FITNESS TO DRIVE ASSESSMENT DOCUMENTATION PREVIOUSLY FOR CAR OR A HEAVY VEHICLE LICENCE?</b></p> <p><b>PLEASE NOTE: IF YOU DO NOT DECLARE MEDICAL CONDITIONS WHICH MAY AFFECT THE ABILITY TO UPGRADE YOUR LICENCE AND ACCUSTOM NEEDS TO MOVE YOUR TRAINING/ASSESSMENT BOOKING THIS MAY INCUR FEES IF IT DOESN'T ALIGN WITH OUR CANCELLATION/RESCHEDULING POLICY.</b></p> <p>UNSURE IF YOUR MEDICAL CONDITION REQUIRES A FITNESS TO DRIVE CERTIFICATE AND/OR SPECIALIST REPORT? WE ADVISE TO CONTACT BOTH OF THESE TO ENSURE YOU ARE FIT TO COMMENCE HEAVY VEHICLE TRAINING &amp; ASSESSMENTS: SERVICE SA: 13 10 84 (OR GO VISIT A SERVICE SA OFFICE) MEDICAL REVIEW OFFICE: 08 8402 1968 OR VIEW THIS LINK FOR MORE INFO: <a href="https://austroads.com.au/data/assets/pdf_file/0022/104197/AP-G56-17_Assessing_fitness_to_drive_2016_amended_Aug2017.pdf">https://austroads.com.au/data/assets/pdf_file/0022/104197/AP-G56-17_Assessing_fitness_to_drive_2016_amended_Aug2017.pdf</a> OR SPEAK WITH ACCUSTOM STAFF BEFORE SUBMITTING YOUR ENROLMENT/BOOKING.</p>	<p>YES <input type="checkbox"/></p> <p>PLEASE WRITE DETAILS BELOW</p> <p>NO <input type="checkbox"/></p> <p>(IF NO GO TO NEXT QUESTION)</p>
<p><b>8. HAVE YOU PREVIOUSLY BEEN SUSPENDED OR DISQUALIFIED FROM HOLDING A DRIVING LICENCE? IF YES HOW LONG FOR? REASON? WHEN YOU DID YOU RETURN TO HAVING YOUR CURRENT LICENCE? DO YOU HAVE ANY UNPAID COURT OR TRAFFIC FINES? IF ANY FINES ARE UNPAID OR DO NOT HAVE AN ORGANISED PAYMENT PLAN, WE WILL BE UNABLE TO BOOK ASSESSMENTS. EASY PAY FINE PHONE NUMBER: 1800 659 538 or visit <a href="https://myfines.sa.gov.au/OnlineFines/">https://myfines.sa.gov.au/OnlineFines/</a></b></p>	<p>YES <input type="checkbox"/></p> <p>PLEASE WRITE DETAILS BELOW</p> <p>NO <input type="checkbox"/></p> <p>(IF NO GO TO NEXT QUESTION)</p>

<p><b>9. DO YOU HAVE ANY READING, WRITING, LEARNING OR LANGUAGE BARRIERS/DIFFICULTIES THAT OUR TRAINER NEEDS TO KNOW ABOUT?</b></p> <p><b>FOR EXAMPLE:</b></p> <ul style="list-style-type: none"> <li>- YES, I HAVE DIFFICULTY READING/WRITING</li> <li>- YES, ENGLISH IS MY SECOND LANGUAGE I MAY NEED FURTHER EXPLANATIONS OR SLOW SPEAKING TO UNDERSTAND</li> <li>- YES, I'M A SLOW LEARNER</li> <li>- OR ANY REQUIREMENTS WE NEED TO BE AWARE OF?</li> </ul> <p><b>PLEASE WRITE DETAILS BELOW:</b></p>	<p>YES <input type="checkbox"/></p> <p>PLEASE WRITE DETAILS BELOW</p> <p>NO <input type="checkbox"/></p> <p>(IF NO GO TO NEXT QUESTION)</p>
--	---

--

--

**10. WHO IS PAYING FOR THIS BOOKING? PLEASE TICK**

SELF <input type="checkbox"/>	EMPLOYER <input type="checkbox"/>	SERVICE PROVIDER <input type="checkbox"/> (I.E. MADEC / SUREWAY / MAXIMA ETC)
-------------------------------	-----------------------------------	--

<p><b>ADDITIONAL DETAILS:</b></p> <ul style="list-style-type: none"> <li>- IF EMPLOYER/SERVICE PROVIDER WRITE NAME &amp; CONTACT PHONE &amp; EMAIL</li> </ul>	<p><b>NAME:</b></p>	
	<p><b>PHONE:</b></p>	
	<p><b>EMAIL:</b></p>	

<p><b>PAYMENT METHOD &amp; DATE?</b></p> <p style="text-align: center;">/ /</p>	<p><b>IN PERSON</b></p> <p><input type="checkbox"/></p>	<p><b>CARD OVER THE PHONE</b></p> <p><input type="checkbox"/></p>	<p><b>BANK TRANSFER</b></p> <p><input type="checkbox"/></p>	<p><b>AFTERPAY</b></p> <p><input type="checkbox"/></p>	<p><b>OPENPAY</b></p> <p><input type="checkbox"/></p>
---	---	---	---	--	---

<p><b>11. I understand that once payment is received for lessons and testing these fees may not be fully refundable and that booking fees and cost incurred in conjunction with preparing these lessons and testing may be deducted from any monies paid at accustom driving school &amp; training centre management's discretion.</b></p> <p><b>Please note (company policy) we require a minimum of 72hour's (3 full business days) notice of any cancellation of practical driving lessons for consideration of re-scheduling where possible.</b></p> <p><b>Once a driver vehicle on road test (VORT) or CBT&amp;A final drive assessment is booked, if cancelled for any reason a refund may not apply.</b></p> <p><b>I understand to re-schedule any training or assessment after cancellation requires extra fee's to be paid before new dates/times are offered (within 72hour cancellation timeframe or if assessments are already booked in via EZYREG/DIT - department for infrastructure &amp; transport).</b></p> <p><b>The policy above is for Kadina located training &amp; assessment clients only. If training &amp; assessment is located elsewhere (training &amp; assessment location not at Kadina SA) our policy is a 7 business days cancellation/rescheduling notice required or as agreed upon with written documentation (emailed agreements).</b></p> <p><b>I understand to re-schedule any training or assessment after cancellation requires extra fee's to be paid + quoted travel cost or fee's before new dates/times are offered.</b></p>	<p><b>PLEASE TICK TO AGREE/ACKNOWLEDGE THIS INFORMATION HAS BEEN READ &amp; UNDERSTOOD</b></p> <p><input type="checkbox"/></p>
---	--

<p><b>12. I AGREE THAT I HAVE NO MEDICAL CONDITIONS WHICH WILL PREVENT ME FROM UNDERTAKING THIS TRAINING, THAT I AM NOT DISQUALIFIED OR SUSPENDED FROM HOLDING A DRIVER'S LICENCE IN THIS OR ANY OTHER STATE OR TERRITORY.</b>  <b>I ALSO AGREE THAT I HAVE MADE APPROPRIATE ENQUIRIES WITH SERVICE SA AND ARE AN ELIGIBLE PERSON FOR A HEAVY VEHICLE LICENCE UPGRADE.</b></p>	<p>PLEASE TICK TO AGREE/ACKNOWLEDGE THIS INFORMATION HAS BEEN READ &amp; UNDERSTOOD</p> <p><input type="checkbox"/></p>
<p><b>13. I AGREE THAT A I HAVE READ THE MINIMUM REQUIREMENTS AS STATED ON THE <a href="http://www.sa.gov.au">www.sa.gov.au</a> WEBSITE FOR UPGRADING TO A HEAVY VEHICLE LICENCE:</b>  <b><a href="https://www.sa.gov.au/topics/driving-and-transport/licences/licence-details/driver-s-licence-classes">https://www.sa.gov.au/topics/driving-and-transport/licences/licence-details/driver-s-licence-classes</a></b>  <b>OR I HAVE MADE ENQUIRES WITH SERVICE SA AND DUE TO SPECIAL CIRCUMSTANCES &amp; I HAVE EVIDENCE I AM ENTITLED TO AN EXEMPTION.</b></p>	<p>PLEASE TICK TO AGREE/ACKNOWLEDGE THIS INFORMATION HAS BEEN READ &amp; UNDERSTOOD</p> <p><input type="checkbox"/></p>
<p><b>14. I UNDERSTAND THAT THROUGHOUT MY HEAVY VEHICLE TRAINING &amp; ASSESSMENT I WILL BE REQUIRED TO DEMONSTRATE SUFFICIENT COMPETENCIES AND THAT SHOULD I NOT MEET THE STANDARD/FAIL ASSESSMENTS - ADDITIONAL COSTS WILL BE INCURRED TO RETRAIN AND RE-SIT ADDITIONAL ASSESSMENTS.</b>  <b>I UNDERSTAND THAT ANY PACKAGE OFFERED INCLUDES HOURS OF TRAINING WHICH MAY BE REASONABLY NECESSARY FOR AN AVERAGE COMPETENT DRIVER TO LEARN THE NECESSARY PROFICIENCIES REQUIRED AND THAT ANY ADDITIONAL HOURS OF TRAINING REQUIRED BY ME MAY BE AT MY OWN ADDITIONAL COST.</b></p>	<p>PLEASE TICK TO AGREE/ACKNOWLEDGE THIS INFORMATION HAS BEEN READ &amp; UNDERSTOOD</p> <p><input type="checkbox"/></p>
<p><b>15. I UNDERSTAND THAT ONCE LESSONS ARE BOOKED A LATE ATTENDANCE WILL REQUIRE LESSONS TO BE CUT SHORT WHILST FINISHING ON TIME. I ALSO UNDERSTAND THAT IT IS A GOVERNMENT REQUIREMENT THAT LICENCE ASSESSMENT/TESTING IS REQUIRED TO START ON TIME AND FAILURE TO BE AT THE AGREED STARTING POINT FOR ANY ASSESSMENT/TESTING ON TIME MAY CAUSE THIS TEST NOT TO BE CARRIED OUT AND FORFEITURE OF ALL ASSESSMENT/TESTING FEES PAID.</b></p>	<p>PLEASE TICK TO AGREE/ACKNOWLEDGE THIS INFORMATION HAS BEEN READ &amp; UNDERSTOOD</p> <p><input type="checkbox"/></p>
<p><b>16. I UNDERSTAND THAT GOVERNMENT FEES (SERVICE SA) FOR ADDING AN ADDITIONAL CLASS TO MY DRIVER'S LICENCE TO THE APPROPRIATE COMMERCIAL CLASS UPON SUCCESSFUL COMPLETION OF THIS TRAINING ARE NOT INCLUDED IN MONIES PAID TO ACCUSTOM DRIVING SCHOOL &amp; TRAINING CENTRE.</b>  <b>THESE FEES CAN BE CHECKED WITH ANY SERVICE SA OFFICE OR PH 13 10 84.</b></p> <p><b>I ALSO UNDERSTAND THAT ANY FEES PAYABLE TO SERVICE SA, ASSOCIATED WITH COMMERCIAL PASSENGER CARRYING DRIVER'S ACCREDITATION ARE NOT INCLUDED IN THIS TRAINING.</b></p> <p><b>PASSENGER CARRYING DRIVER ACCREDITATIONS ARE NOT SUPPLIED BY ACCUSTOM DRIVING SCHOOL &amp; TRAINING CENTRE – THIS MUST BE OBTAINED THROUGH SERVICE SA.</b></p>	<p>PLEASE TICK TO AGREE/ACKNOWLEDGE THIS INFORMATION HAS BEEN READ &amp; UNDERSTOOD</p> <p><input type="checkbox"/></p>

17. I UNDERSTAND THAT IT IS A REQUIREMENT THAT I MUST CARRY MY:

- CURRENT DRIVER'S LICENCE
- HR OR HC LEARNERS PERMIT (IF PERMIT IS APPLICABLE)
- TILE CERTIFICATE (IF TILE CERTIFICATE IS APPLICABLE)

DURING ALL TRAINING & ASSESSMENT SCHEDULED SESSIONS.

I UNDERSTAND IF I DO NOT BRING THESE WITH ME, I WILL BE SENT AWAY TO GET THEM OR TO SERVICE SA TO RE-ISSUE PRIOR TO COMMENCING ANY TRAINING & ASSESSMENT.

(SERVICE SA CHARGE ADMIN FEES TO RE-ISSUE LICENCES/PERMITS)

I UNDERSTAND TIME LOST RETRIEVING WHAT I DID NOT BRING WILL BE LOST AND MAY AFFECT PROGRESS THROUGH TRAINING & ASSESSMENT.

18. PLEASE NOTE:

AT ANY TIME - SA STATE GOVERNMENT LICENCING DEPARTMENT – DIT (DEPARTMENT FOR INFRASTRUCTURE & TRANSPORT) MAY SEND A GOVERNMENT AUTHORISED AUDITOR TO OBSERVE ANY DRIVING ASSESSMENT BEING CONDUCTED TO ENSURE THE QUALITY OF ASSESSMENTS IS BEING CONDUCTED VIA SA STATE GOVERNMENT LICENCING STANDARDS.

ACCUSTOM DO NOT GET NOTIFIED OF WHEN THIS MAY OCCUR SO THIS CAN OCCUR AT ANY TIME TO ENSURE OUR AUTHORISED EXAMINERS ARE CONDUCTING TO ASSESSMENTS AT THE SA STATE GOVERNMENT LICENCING STANDARDS.

ALL AUTHORISED EXAMINERS IN SA CAN HAVE THIS OCCUR AT ANY TIME.

PLEASE TICK TO AGREE/ACKNOWLEDGE THIS INFORMATION HAS BEEN READ & UNDERSTOOD

STUDENT SIGNATURE &  
DATE:

/ /

SIGNED BY (INCLUDE NAME)  
/ DATED ON BEHALF OF  
STUDENT:

/ /

PLEASE PROVIDE A COPY OF YOUR:

- CURRENT DRIVERS LICENCE
- HC LEARNERS PERMIT (IF APPLICABLE)
- TILE CERTIFICATE (IF APPLICABLE)

THESE CAN BE SCANNED & EMAILED TO US AT: [accustomconsulting@gmail.com](mailto:accustomconsulting@gmail.com)

OR

TEXT CLEAR PHOTOS TO: 0407 488 200

OR

ATTEND OUR OFFICE SO ADMIN CAN PHOTOCOPY IT: 43 RUSSELL STREET, MATTA FLAT 5554 (KADINA)  
(CORNER OF RUSSELL/GOLDSWORTHY STREET)

BELOW PLEASE TICK WHAT YOU HAVE INCLUDED / SENT WITH THIS ENROLMENT:

CURRENT DRIVERS LICENCE

HC LEARNERS PERMIT (IF APPLICABLE)

TILE CERTIFICATE (IF APPLICABLE)