

## TVS OPERATOR APPLICATION CHECKLIST ✓

| DMV USE ONLY                  |  |
|-------------------------------|--|
| OCCUPATIONAL LICENSING NUMBER |  |
|                               |  |
| FIRM NAME                     |  |
|                               |  |

All applicant forms may be completed online and printed or they can be printed and completed manually in ink. All forms must be submitted with original signature. To be acceptable, they must be free from whiteout (fluid or tape). All information requested must be complete and accurate.



**Applicants must attend a TVS operator educational program and pass a written examination administered by the Department of Motor Vehicles before submitting the original Certificate of Completion with their application.**

|   | OPERATOR<br>LICENSE<br>ONLY | OWNER /<br>OPERATOR<br>LICENSE       |
|---|-----------------------------|--------------------------------------|
| <b>SECTION 1 – FORMS REQUIRED</b> <i>Attach documents in order stated.</i>  | ✓                           | ✓                                    |
| TVS Operator Application Checklist (OL 750)   |                             |                                      |
| Application for Traffic Violator School Operator and Instructor License (OL 710)                                      |                             |                                      |
| Application for Occupational License Personal History Questionnaire, Part B (OL 29B)                                  |                             | PROVIDE<br>WITH OWNER<br>APPLICATION |
| Traffic Violator School Operator Assurance of Compliance with the Americans with Disabilities Act of 1990 (OL 141)    |                             |                                      |
| Request for Live Scan Service [yellow copy] (DMV 8016)  |                             | PROVIDE<br>WITH OWNER<br>APPLICATION |
| <b>SECTION 2 — ADDITIONAL DOCUMENTS REQUIRED</b> <i>Attach documents in order stated.</i>                             | ✓                           | ✓                                    |
| Evidence of completion of an approved 8 hour operator educational program, stamped with proof of passing examination. |                             |                                      |
| Evidence of successful completion of the TVS operator written examination.  |                             |                                      |
| Proof of Age – <i>Must be 21 years of age or older.</i>   |                             |                                      |
| <b>SECTION 3 – IMPORTANT INFORMATION</b> <i>Incomplete applications will be returned.</i>                             | ✓                           | ✓                                    |
| Keep a copy of all documents for your records.  |                             |                                      |

Submit the above required forms and documents to a local Occupational Licensing Inspection's Office. For office locations refer to the Occupational Licensing Webpage. Pursuant to *California Vehicle Code (CVC) §11210*; upon receipt of an application for a license which is accompanied by the appropriate fee, the department shall within 120 days, make a thorough investigation of the information contained in the application.

