



DRIVING SCHOOL PERMIT CONDITIONS

- Complete renewal applications are required by March 31st of each year.
- If a permit expires, it cannot be *renewed*. All requirements need to be completed for a *new* permit.
- Valid e-mail address must be provided to the Permit Unit and must be maintained.
- All changes of address (mailing and e-mail), directors, instructors, and vehicle equipment and license plates must be reported directly to the Permit Unit.
- Instruction may only be provided by a *Driving Instructor* with a valid permit.
- Only vehicles with valid permits can be used for practical instruction.
- Proper insurance must be continuously maintained for each training vehicle.
- A training vehicle must be 'safe' and periodic inspections may be required.
- Driver training is not allowed on streets, parallel parking and backing areas that are used for driver testing purposes. This applies after hours, on weekends and on holidays at MPI service centres.
- The driver testing maps must not be shared, reproduced or copied in any way.
- Soliciting driver training business is not permitted in buildings occupied by the Government of Manitoba or Manitoba Public Insurance.
- A driving school may not state it is *approved* by the Government of Manitoba or Manitoba Public Insurance.
- Driving schools cannot guarantee a student will obtain a driver's license after receiving instruction.
- Records must be maintained in accordance with section 15 of the *Regulation* which states records must include the name and address of each person to whom driver training is given, the name of the driving instructor who gave the training, and the type, number, length and date of each driver training session given to a person.
- A written itemized statement of services and a receipt for each payment must be issued to each person who receives driver training. Services include but are not limited to lessons, scheduling road tests, renting vehicles, etc.
- The driving school name must be registered in accordance with the Business Names Registration Act.
- The permit holder must carry on business according to law and with honesty and integrity.
- The permit holder must not contravene the DVA, HTA or a regulation under either of these Acts.
- A breach of one or more of these conditions may result in the cancellation, suspension or refusal of the permit.
- Sanctions imposed against the permit may be published on Manitoba Public Insurance's public website.