LICENSE NUMBER: 000220
Web: www.wbdriving.com
email: WBdrivingacademy@gmail.com
3989 US 1 South • Monmouth Jct., NJ 08852
732-821-4911 • 609-448-5014

PLEASE READ THIS ENTIRE AGREEMENT AND HAVE YOU AND YOUR CHILD SIGN BOTTOM OF PAGE 2. PAY SPECIAL ATTENTION TO THE CANCELLATION POLICY! Thank you...

Student Enrollment and Instruction Agreement

STUDENT INFORMATION:

Student First Name: _____ Student Last Name: _____

Address: _____ City: _____ Zip: _____ County: _____

Email : _____ Date of Birth: ___/___/___ **Student SSN #:** _____ - _____ - _____

Cell Phone: _____ Height: _____ Weight: _____ Eye Color: _____ Sex: M F (circle one)

PARENT INFORMATION: **Does your child require any accommodations?** Y N IEP/504 _____

Parent First Name: _____ Parent Last Name: _____

Parent Cell Phone: _____ Parent email: _____

Parent Cell Phone: _____ Parent Home Phone: _____

TRAINING

Windsor-Brunswick Driving Academy will supply a dual controlled **(gas & brake)** vehicle, a licensed driving instructor, and insurance for the lesson. Windsor-Brunswick Driving Academy will obtain a permit (additional fee $10) which is to be kept in the instructor's possession during instruction. Should the student have a valid permit or license, he/she must present it to the instructor at time of instruction. The instructor may refuse to allow the student to drive if he/she shows signs of any impairment or actions which could pose a hazard to the student or instructor. Windsor-Brunswick Driving Academy DOES NOT guarantee the issuance of a NJ Drivers License to the student.

The vehicle to be used for instruction has: __X__ automatic transmission; ____ standard transmission; and shall be equipped with, at minimum, a brake for both the instructor and the student.

Type of Training Desired: *(check one)* _____ 6 hour behind-the-wheel instruction _____ Road Test Service

_____ 2 hour refresher _____ Written Test

PAYMENT

Amount due is to be paid in full prior to start of lessons. A **full payment** is required upon signing of this contract. *24 hour advance notice is required to reschedule any lesson and must be confirmed with a representative from Windsor-Brunswick Driving Academy* ***AND student will be charged a $100 fee.*** Appointments must be mutually agreed upon for date, time, and location. This constitutes the entire agreement between the school and the student and no verbal statements or promises will be recognized. The student may rescind this agreement within 72 hours of the first lesson and upon such rescission shall receive a refund for any lesson or service not conducted or provided. **Any outstanding balance is due 48 hours prior to first lesson! THIS IS A BINDING CONTRACT! YOU MUST UNDERSTAND THAT ONCE LESSONS ARE SCHEDULED, THEY ARE NOT SUBJECT TO CHANGE FOR SPORTS, CLUBS, OR OTHER AFTER SCHOOL ACTIVITIES THAT ARISE!**

Please fill out, sign, and return this completed form along with the following documentation needed to process a permit:

- ✓ Check made payable to WB Driving Academy, LLC for $_____ (check, credit card, cash)
- ✓ Check made payable to NJ MVC in the amount of $10.00 (permit fee)
- ✓ The Motor Vehicle Commission Card signed by **BOTH** student and parent (our office has this form)
- ✓ The student's written test email WITH BARCODE
- ✓ Original form of acceptable Identification
  - Civil Birth Certificate (must have raised seal) ***hospital birth certificates are not accepted***
  - Valid US Passport (student signature), OR (non-US Citizen) Green Card, Work Authorization Card
  - Citizenship papers
  - Social Security Card

PHOTOCOPIES ARE NOT ACCEPTED! MUST PROVIDE ORIGINAL FORM OF IDENTIFICATION

Remember...Cancellations Require 24 Hour Advance Notification AND $100 Cancellation Fee!

Receipt

Amount Paid: _____ Payment Method: *(circle one)* Check# _____ Credit / Debit Cash

Signature: _____ Date: _____ Dates of Instruction: _____

Windsor – Brunswick Driving Academy

Returned Checks Subject To a $50 Returned Check Fee – ANY CHANGES IN SCHEDULING AFTER SIGNING THIS CONTRACT IS SUBJECT TO A $100 FEE PER LESSON!