

**THIRD PARTY COMPANY & SCHOOL APPLICATION**

NRS 483.912, NAC 483.125 to 483.197

Please print or type

Name of Company or School: _____

Physical Address: _____

Mailing Address: _____

Contact Person: _____ Title: _____

Business Phone Number: _____ Business Fax Number: _____

E-Mail Address: _____

Company type, select one of the following:

Government: ☐ No ☐ **Yes, select one of the following:**
☐ Public School ☐ State ☐ County ☐ Local:

Non-Government: ☐ CDL Employer ☐ Other:

To be completed by School for training drivers:

DMV Business License Number: _____
☐ Individual ☐ Partnership ☐ LLP ☐ LLC ☐ Corporation Incorporated in State
of: _____

OWNERSHIP: List name and title of each individual, each partner, whether general or limited, or each principal officer, director or stockholder participating in the direction, control or management of the policy of the business. Use separate page if necessary. Ownership change requires notification to the Department.

| NAME (LAST, FIRST, MIDDLE) | TITLE |
|----------------------------|-------|
| | |
| | |
| | |

Vehicles

Classification of the vehicles you own or lease:

Vehicle Class: ☐ A ☐ B ☐ C Endorsements: ☐ P ☐ N ☐ S ☐ H

Do the vehicles have air brakes? ☐ Yes ☐ No ☐ Both.

Do the vehicles have automatic transmissions? ☐ Yes ☐ No ☐ Both.

If combination vehicles are the trailer connections: ☐ Pintle hook ☐ Fifth wheel ☐ Both.

To qualify as a Third-Party Company or School, you must at a minimum own or lease operational commercial motor vehicles of the following combinations:

1. Third party Company or School certifying class A CLP holders
 - Three trucks or truck tractors; and
 - Three trailers
2. Third party Company or School certifying class B or C CLP holders
 - Three class B or C vehicles
3. Third party Company or School certifying both class A & B CLP holders
 - Three trucks or truck tractors; and
 - Three trailers; and
 - One class B or C vehicle

These vehicles need to be currently registered and to show your company's name as registered owner or lessee on the records of the Department of Motor Vehicles.

List of vehicles that will be used to skills test with:

Type: A = Combination vehicles 26,001 or more GVWR

B = Single vehicle 26,001 or more GVWR

C1 = Single vehicle transporting hazardous materials

T = Trailer or semi-trailer 10,001 or more GVWR

C = Single vehicle with 15 or more passengers + driver

| | Type | Plate Number | GVWR | Air Brakes | Auto Trans | Manual Trans |
|----|------|--------------|------|------------|------------|--------------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| 11 | | | | | | |
| 12 | | | | | | |

Leased Vehicles

A copy of your current lease documents is required if your company is not shown on the registration records of the Department of Motor Vehicles. If the number of vehicles leased or owned by you falls below the minimum number required, your third-party testing certification will be suspended. Labor leasing companies may submit a contract as proof, showing that vehicles of the specified classification(s) are available to the employer for the testing and training of drivers as required.

Vehicle Inspections

All vehicles used to administer CDL skills tests must be inspected annually by a registered garage or licensed body shop or an inspector or mechanic meeting the qualifications of 49 C.F.R. § 396.19. DMV form CDL-048 Third Party Company or School Vehicle Inspection must be submitted with this application and kept in the company files for audits.

Skills test

To qualify as a Third-Party Company or School you must use the 2022 Modernized Basic Controls Skills test. Skills testing pad dimensions must meet the requirements of the 2022 CDL examiners manual and must be either pavement or asphalt.

Skills test appointments & scores

To qualify as a Third-Party Company or School you must use the Commercial Skills Testing Information Management System (CSTIMS). This system allows skills test appointments and tests scores to be recorded. Using this system, you agree to input only valid NV CLP holders your company or school is authorized to certify. The company or school, and its certifiers certification status will be revoked for not using, or any misuse of CSTIMS.

Bonding

To qualify as a third-party company or school, you are required to maintain a bond based on the number drivers tested each calendar year.

- \$35,000 bond if skills testing 0-100 applicants.
- \$70,000 bond if skills testing 101-200 applicants.
- \$100,000 bond if skills testing 201-300 applicants.
- \$175,000 bond if skills testing 301 or more applicants.

Exception: A third party company or school that is a government entity is not required to maintain a bond.

Please indicate how many applicants you anticipate testing each calendar year: _____

Please complete this application and return it to the Department at the location indicated:

☐ 4110 Donovan Way, N Las Vegas, NV 89030 ☐ 890 Trademark Dr., Reno, NV 89521

If your company qualifies, you will be assigned a company number that must be used when completing the Certification of Driving Ability forms. Upon approval of your application, the fee for certification is \$556, annually. **NOTE:** All facts entered on any of these forms are subject to verification by the Department of Motor Vehicles. The Department will use the information to determine if your company or school qualifies to certify the driving skills of your employees or students.

If your company or school has more than one location in Nevada from which the Certification of Driving Ability may be issued, list them below. Include only those branch locations where drivers take part in your driver testing and training program.

Address: _____ Phone: _____

Address: _____ Phone: _____

Address: _____ Phone: _____

Name: _____ Title: _____

Signature: _____ Date: _____

DEPARTMENT USE ONLY

☐ Original

☐ Renewal

☐ Reinstatement

☐ Other

Application Approved: ☐ Denied: ☐ Bond Amount: \$ _____ Date: _____

Fee Paid: \$ _____ Received by: _____ Date: _____

Site Review Approved: ☐ Denied: ☐ Date: _____

Final approval date: _____ Certification Number: _____

Third Party Coordinator

Signature: _____ Date: _____

Reason for denial: _____
