



Louisiana Department of Public Safety and Corrections
 Office of Motor Vehicles
Driving School Add or Remove Vehicle Form

School Name		License #		Date	
Adding a New Vehicle			Removing a Vehicle from Service		

Adding Vehicle(s)				
	Vehicle Information			Official Use Only
Make of Vehicle (i.e. Toyota)				
Model of Vehicle (i.e. Prius)				
Vehicle Model Year (i.e. 2020)				
Vehicle Identification Number (VIN)				
Beginning Odometer Reading (attach photo)				
		Yes	No	
Valid Inspection Sticker or Brake Tag (attach photo)				
Proof of Purchase (Temporary Tag or Registration) (attach photo) T-Tag or Plate #: _____				
Dual Brake Installed (attach photo)				
Instructor Mirror Installed (attach photo)				
Eye Check Mirror Installed (attach photo)				
First Aid Kit (attach photo)				
Fire Extinguisher (at least UL rated 5B:C)* (attach photo)				
"Student Driver" Decal on the Rear of School Vehicle (attach photo)				
Decal with School Name, Address, or Email on Vehicle Sides (attach photo)				
Proof of Auto Liability Insurance (have insurance company send proof)				
Used for (check boxes that apply)	<input type="checkbox"/>	Driver's Education	<input type="checkbox"/>	Third Party Testing
Date Add to Database (official use)				

Removing Vehicle(s)	
Make of Vehicle (i.e. Toyota)	
Model of Vehicle (i.e. Prius)	
Vehicle Model Year (i.e. 2020)	
Vehicle Identification Number (VIN)	
Ending Odometer Reading	
Date Vehicle Removed from Service	

Approved/Processed By: (official use)		Date:	
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