



NDLS

Please read accompanying Guidance Notes before completing this form. **Please complete this form in block capitals using a black ballpoint pen. Please place an X in the appropriate boxes e.g.**  Please do not photocopy this form as it may reduce its quality and result in your application being delayed or rejected.

**\*Mandatory field**

- The NDLS will use these details to contact you in the event of issues with your application, dispatch of your licence and future renewal reminders.

**\*Mandatory field**

- Other(Reason):

12. \*Please indicate here the category or categories that you wish to apply for:  
For a definition of the categories please refer to [www.ndls.ie](http://www.ndls.ie)

Group 1 (cars, land tractors and motorcycles)

 AM ☐

 B ☐

 A1 ☐

 BE ☐

 A2 ☐

 W ☐

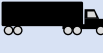
 A ☐

Group 2 (buses, trucks and articulated vehicles)

Must be accompanied by a medical report dated within 3 months of application

 C ☐

 D ☐

 CE ☐

 DE ☐

 C1 ☐

 D1 ☐

 C1E ☐

 D1E ☐

13. On receipt of this driving licence, will you hold a licence issued by another country?    Yes ☐    No ☐

If 'Yes', please provide details below:

Issuing country

Driving licence no.

14. If your licence was lost, stolen or damaged please sign the declaration below and get it witnessed and stamped at your local Garda station. Please note if you find or get your old licence back after applying for a replacement, the old licence will no longer be valid

I declare my driving licence    Lost ☐    Stolen ☐    Damaged ☐

(tick as appropriate)

Signature of applicant

I certify that the applicant has declared his/her licence lost/stolen/damaged

Name of garda

Signature of garda

GARDA DECLARATION

GARDA STATION STAMP

Part 3: Exchanging a licence (See Part 3 of accompanying Guidance Notes)

15. Did you obtain your current foreign driving licence by exchanging a licence from another country?    Yes ☐    No ☐

If 'Yes', please state the country/state where the original licence was obtained:

16. Where the application is for the exchange of a recognised state driving licence (please see [www.ndls.ie](http://www.ndls.ie) for the list of 'recognised states'), provide in table here the name of the Country/State in which practical driving test was passed for each category of vehicle on the driving licence that is being exchanged.

| Category/Categories on licence being exchanged | Country/State in which practical driving test was passed |
|------------------------------------------------|----------------------------------------------------------|
|                                                |                                                          |
|                                                |                                                          |

17. Is the licence you are exchanging, suspended, withdrawn, cancelled or are you disqualified?  
(If yes, refer to [www.ndls.ie](http://www.ndls.ie) for further information)    Yes ☐    No ☐

18. I took up residence in Ireland on   

DayMonthYear

You must submit a medical report form dated within 3 months if; (1) you answer 'Yes' to any of the questions 20 to 40 or 41(c), (2) you are applying for any Group 2 (bus or truck) categories, (3) you are aged 75 or over.

19. Do you need to wear glasses or lenses for driving? (If yes Code 01 will be added to your licence) Yes ☐ No ☐

If in the past you answered 'Yes' to this question and are now answering 'No' you must provide a current eyesight report form with your application.

### Health and Fitness Have you ever had, or do you currently suffer from, any of the following conditions?

20. Diabetes treated by insulin or managed by tablets which carry a risk of inducing hypoglycaemia eg. sulphonylureas (Ask your doctor whether you are on sulphonylureas or other medications which carry a risk of inducing hypoglycaemia). No need to tell us if managed by diet alone or only by medications which do not carry a risk of inducing hypoglycaemia Yes ☐ No ☐

21. Epilepsy Yes ☐ No ☐

22. Stroke or TIAs<sup>1</sup> with any associated symptoms lasting longer than one month Yes ☐ No ☐

23. Fits or blackouts Yes ☐ No ☐

24. Any type of brain surgery, brain abscess or severe head injury involving in-patient treatment or brain tumour or spinal injury or spinal tumour Yes ☐ No ☐

25. An implanted cardiac pacemaker Yes ☐ No ☐

26. An implanted cardiac defibrillator (ICD)<sup>2</sup> Yes ☐ No ☐

27. Repeated attacks of sudden disabling dizziness Yes ☐ No ☐

28. Any other chronic neurological condition such as multiple sclerosis, motor neurone disease or huntington's disease Yes ☐ No ☐

29. A serious problem with memory or periods of confusion<sup>3</sup> Yes ☐ No ☐

30. Persistent alcohol misuse or dependency Yes ☐ No ☐

31. Persistent drug misuse or dependency Yes ☐ No ☐

32. Serious psychiatric illness or mental health problems<sup>3</sup> Yes ☐ No ☐

33. Parkinson's disease Yes ☐ No ☐

34. Sleep Apnoea syndrome Yes ☐ No ☐

35. Narcolepsy Yes ☐ No ☐

36. Any condition affecting your peripheral vision Yes ☐ No ☐

37. Total loss of sight in one eye Yes ☐ No ☐

38. Any condition affecting both eyes, or the remaining eye if you only have one eye (not including colour blindness or short or long sight) Yes ☐ No ☐

39. A serious hearing deficiency which has worsened since your last application/renewal Yes ☐ No ☐

40. Severe learning disability<sup>3</sup> Yes ☐ No ☐

41. (a) Any persistent problems with arms or legs which restricts your driving to an automatic vehicle Yes ☐ No ☐

41. (b) Any persistent problems with arms or legs which restricts your driving to an adapted vehicle Yes ☐ No ☐

41. (c) If you have ticked yes to 41(a) or 41(b) has your condition deteriorated since your last application/renewal Yes ☐ No ☐

1. A transient ischemic attack (TIA) is an event with stroke symptoms that lasts less than 24 hours before disappearing (sometimes called a mini-stroke).

While TIAs generally do not cause permanent brain damage, they are a serious warning sign of stroke.

2. An Implantable Cardioverter Defibrillator (ICD) is an electronic device which monitors your heart continuously. The ICD is programmed to detect abnormally fast or slow heart rhythms.

3. If in doubt, please consult your family doctor.

### Part 5: Declaration by Applicant (See Part 5 of accompanying Guidance Notes)

\*Mandatory field

42. I understand that (i) in accordance with section 22A of the Road Traffic Act 1961, as amended, a person cannot apply for a driving licence whilst disqualified in Ireland, the EU/EEA or a recognised state, (with the exception of a penalty point disqualification in Ireland) and (ii) it is an offence under section 115 of the Road Traffic Act 1961, as amended, to knowingly provide false or misleading information in support of my application. I declare that (i) Ireland is my normal place of residence, and that (ii) I am not currently disqualified (with the exception of a penalty point disqualification in Ireland) in Ireland, the EU/EEA or a recognised state.

**THIS DECLARATION MUST BE SIGNED BY THE PERSON TO WHOM THE DRIVING LICENCE IS TO BE ISSUED**

Applicant's signature

(Please keep signature within the box)

Day

Month

Year

# Application Checklist for Driving Licence

If you intend to apply in person at an NDLS centre, you MUST book an appointment at [www.ndls.ie](http://www.ndls.ie)

## Option 1 – For all applications for driving licences you must supply;

- Completed application form for driving licence D401
- Current/most recent driving licence/learner permit
- Photo ID (see List 1 on page 4 of Guidance Notes)
- Evidence of PPS number (see List 3 on page 4 of Guidance Notes)
- Evidence of normal residence (see List 4 of page 4 of Guidance Notes)
- Medical report form if required (dated within 3 months)(see page 3 of Guidance Notes)
- Evidence of CPC if required (see page 3 of Guidance Notes)
- Evidence of IBT if required (see page 3 of Guidance Notes)
- Relevant fee (see page 3 of Guidance Notes)
- Your photograph and signature will be captured at the NDLS office

## The following additional information is required when applying for;

### Option 2 - Applying for your first driving licence

- Cert of competency (dated within two years)
- Current learner permit

### Option 3 - Adding a category to your driving licence

- Cert of Competency (dated within two years)
- Current learner permit
- Current driving licence

### Option 4 - Change of personal details

- New Address:  
Evidence of new address (dated within six months)
- Name change  
Evidence of name change (see Part 1 of Guidance Notes)
- Medical change  
Medical Report form (dated within three months)

### Option 5 - Replace a lost/stolen or damaged licence

- Completed application form  
(with completed garda declaration see question 14 on application form)
- Photo ID

### Option 6 - Exchange a foreign licence from EU/EEA or a 'recognised state'

- Foreign licence
- Evidence of normal residence  
(see List 4 on page 4 of Guidance Notes)
- An original driver statement from your licensing authority is required if;
  - Your licence is lost/stolen/damaged complete the declaration (see question 14 on application form)
  - You hold an EU/EEA licence which has expired less than ten years
  - You hold a licence from a 'recognised state' that has expired less than one year
  - There is no category start dates on your licence
- Eyesight report form if your licence is from a 'recognised state'
- Certified translations are required for all driver statements which are not in English

For more details on exchanging a foreign licence see [www.ndls.ie](http://www.ndls.ie)

**YOU MUST BOOK AN APPOINTMENT TO ATTEND AN NDLS CENTRE.  
ALL APPOINTMENTS MUST BE BOOKED ONLINE AT [WWW.NDLS.IE](http://WWW.NDLS.IE)**

#### Data Protection

The RSA will treat all information and personal data you supply as confidential. The information requested on this form is necessary for the purposes of processing your application for a learner permit/driving licence. The information provided in your application will be processed by the RSA and/or its agents solely for the purposes of processing your application, carrying out our obligations, providing services to you and managing our relationship with you. The RSA may disclose personal data internally and to its agents, contractors and service providers to the extent reasonably required for the purposes described above. Such data may also be shared with other entities but only as permitted by law. Personal data may be subject to disclosure under section 60 of the Finance Act 1993 (No. 13 of 1993) as amended by section 86 of the Finance Act 1994 (No. 13 of 1994) and regulations made thereunder. Public Service Identity data provided by you may be used to maintain/authenticate your Public Service Identity, under section 262(5) of the Social Welfare Consolidation Act - 2005 (as amended). Public Service Identity data may only be shared with other public bodies under this provision. The RSA will process your details in accordance with its obligations under the Data Protection Acts and Regulation (EU) 2016/679 General Data Protection Regulation (GDPR). This includes taking all reasonable steps (including appropriate technical and organisational security measures) to protect Personal Data. An electronic version of all information contained in this application may be retained for a period of at least 20 years. You have the following rights, in certain circumstances and subject to certain restrictions, in relation to your personal data: The right to access your personal data; The right to request the rectification and/or erasure of your personal data; The right to restrict the use of your personal data; The right to object to the processing of your personal data; The right to be forgotten in certain circumstances; and the right to receive your personal data, which you have provided to us, in a structured, commonly used and machine-readable format or to require us to transmit that data to another controller. If you wish to avail of any of these rights, please contact the Data Protection Officer at Road Safety Authority, Moy Valley Business Park, Primrose Hill, Ballina, Co. Mayo F26 V6E4 or via email to [dataprotection@rsa.ie](mailto:dataprotection@rsa.ie). Your request will be dealt with without undue delay and in any event within one month of receipt of the request.