

Auftrags-Nr.

Fahrerkartenummer



Application for issuance (Sec. 5 FPersV – Regulation Concerning Driving Personnel) of a

Driver Card

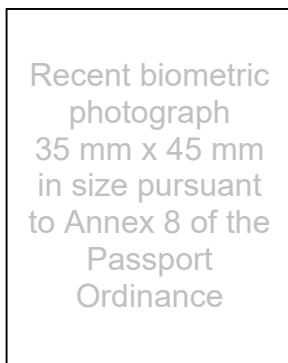
pursuant to Regulation (EU) No 165/2014 and any legal provisions based thereon

First-time issuance Issuance of subsequent card Issuance of replacement card Issuance of sync. DL/DC

Applicant (please fill out in block letters)

| | | | | | | | | | | | |
|---|---------------|---|--|--|--|--|--|--|--------------------------|--|--|
| Surname | | | | | | | | | | | |
| Birth name | | | | | | | | | | | |
| Given name(s) | | | | | | | | | | | |
| Date of birth | | Place of birth | | | | | | | | | |
| Street | House no. | | | | | | | | | | |
| Postcode | City | | | | | | | | | | |
| Email address | | | | | | | | | | | |
| Nationality | | | | | | | | | | | |
| No. of EU driving licence card (No. 5 DL) | | | | | | | | | | | |
| Authority/State issuing the driving licence (No. 4c DL) | | | | | | | | | | | |
| Desired EU language to be shown on the tachograph | | | | | | | | | | | |
| Issuance of the card | personally | Consolidated delivery = collection at issuing authority | | | | | | | <input type="checkbox"/> | | |
| | by post / KBA | By formal delivery order (PZA) (subject to a fee) | | | | | | | <input type="checkbox"/> | | |
| Number of previous driver card (No. 5 DC) | | | | | | | | | | | |

Scan template (for driver card)



Signature

(The signature must be provided within the specified field using a black medium-point pen)

| |
|--|
| |
|--|

Information on data protection:

The personal data collected in this application form are stored, processed and used exclusively for the purpose of processing the application and implementing Regulation (EU) No 165/2014 or any legal provisions based thereon.

| | |
|------------------------------|--|
| Date, signature of applicant | Telephone number for any further questions |
|------------------------------|--|

Auftrags-Nummer

Fahrerkarten-Nummer



Anlage zum Antrag auf Erteilung (§5 FPersV) einer Fahrerkarte

Von der DEKRA Ausgabestelle auszufüllen:

| Prüfung von vorgelegten Nachweisen | in Ordnung | nicht in Ordnung |
|--|----------------------------------|--|
| Nachweis Wohnsitz (Nicht älter als 6 Monate) | <input type="checkbox"/> | <input type="checkbox"/> |
| EU-Führerschein – (mindestens die Klasse B) | <input type="checkbox"/> | <input type="checkbox"/> |
| Identitätsprüfung (Personalausweis) | <input type="checkbox"/> erfolgt | <input type="checkbox"/> nicht erfolgt |

| | | |
|--------------------|-----------------------------------|----------------------------------|
| Bearbeitung | <input type="checkbox"/> Standard | <input type="checkbox"/> Express |
|--------------------|-----------------------------------|----------------------------------|

| | |
|---------------------------|--|
| Ausgabe der Karte: | <input type="checkbox"/> Persönlich → Sammelzustellung = Abholung an der Ausgabestelle |
| | <input type="checkbox"/> Per Post → mit Postzustellungsauftrag (PZA) |

| | | |
|---|---|---|
| Angaben zur vorherigen Fahrerkarte | <input type="checkbox"/> Kartendaten sind falsch | |
| | <input type="checkbox"/> Gültigkeit der Karte läuft bald ab | |
| | <input type="checkbox"/> Karte nicht funktionsfähig | |
| | <input type="checkbox"/> Karte verloren ¹ Datum (Verlust) _____ | <input type="checkbox"/> Eidesstattliche Versicherung |
| | <input type="checkbox"/> Karte gestohlen ² Datum (Diebstahl) _____ | <input type="checkbox"/> Nachweis Anzeige bei der Polizei |

| | |
|---------------------------|--|
| Rückgabe der Karte | <input type="checkbox"/> Karte wurde bereits zurückgegeben |
| | <input type="checkbox"/> Karte ist noch einzuziehen |
| | <input type="checkbox"/> Rückgabe der Karte nicht möglich |
| | <input type="checkbox"/> Rückgabe der Karte ist nicht erforderlich |

| | | |
|-----------------------|-----------------------------|-------------------------------|
| Gewährleistung | <input type="checkbox"/> ja | <input type="checkbox"/> nein |
|-----------------------|-----------------------------|-------------------------------|

Bemerkung

Ausgabestelle

Antragsbearbeitung

| | |
|----------------------|-------------|
| DEKRA Mitarbeiter/in | Stempelfeld |
| Personal-Nummer | |
| Datum, Unterschrift | |

| |
|----------------------------|
| Driver card received |
| Date _____ Signature _____ |

¹ Eidesstattliche Versicherung des Karteninhabers über den Verlust der Fahrerkarte.
² Nachweis der Diebstahlanzeige durch Bestätigung der Polizei

Information on the application for issuance of a driver card pursuant to Regulation (EU) No 165/2014 for a digital tachograph

1. Requirements for making an application

The following minimum requirements for application must be met:

- Place of residence in Germany
- Authorisation to drive a vehicle that falls under Regulation (EC) No 561/2006

Every driver is allowed to hold only one valid driver card.

2. Information to be provided in the form

- Surname, given name(s), birth name, if different from surname
- Date of birth, place of birth
- City, postcode (in Germany)
- Street, house number
- Nationality, native language (desired EU language to be shown on the tachograph)
- European driving licence, driving licence class (at least class B)

3. Documents to be submitted

- Identity card or passport with certificate of registration in Germany (registration certificate must not be older than 6 months)
- Recent biometric photograph 35 mm x 45 mm in size pursuant to Annex 8 of the Passport Ordinance
- EU driving licence card (for German applicants), European driving licence
- Previous driver card when applying for a renewal card due to damage or malfunction

4. Instructions for completing the application form

The application form can be completed directly on the Internet and then printed out or completed manually in legible block letters. Then the passport photo is attached and the signature is provided in the specified field using a black medium-point pen (e.g. document pen – no ballpoint pen). The signature can also be provided at the issuing authority.

5. Fees and expenses

The fee for a driver card is made up of

- an administrative share (stipulated in the schedule of administrative fees of the respective federal state) and
- a share of the KBA [Federal Motor Transport Authority] for issuance and personalisation amounting to EUR 12.00 per card (as of 01/01/2018)

In addition, expenses may be incurred depending on the type of delivery and issuance.

The fee for direct delivery by the KBA by formal delivery order (PZA) amounts to EUR 3.00.

As a rule, the total amount must be paid on submitting the application.

Note:

In the event that the application is rejected because the requirements for issuance are not met, a fee will be charged on a time and material basis pursuant to the schedule of administrative fees of the respective federal state.

6. Issuance and deadlines

The deadline for issuing the cards is 20 working days on first-time application and 5 working days for replacement and renewal cards. The deadline commences once all required documents have been submitted in full and the accuracy of the information provided has been confirmed (e.g. match found in the Central Register of Tachograph Cards and the Central Register of Driving Licences).

A replacement card (in the event of loss or theft) will be issued with the validity period of the card to be replaced. A renewal card (in the event of malfunction or damage) will be issued with the validity period of the card to be renewed.

Note:

If the respective card's validity period is less than 185 days, a card with the full validity period will be issued in both cases, with the validity period commencing on the date of application.

The validity period of the driver card is 5 years.

An application for issuance of a subsequent card must be submitted in due time, but no earlier than 6 months before expiry of the validity period.

After expiry of the validity period, the driver card remains with the card holder (proof of the last 28 days).

After expiry of the validity period, the driver card becomes useless and need not be returned.

7. Important information

The driver card must be protected against abuse.

In the event of loss of the driver card, the issuing authority must immediately be notified in writing. An affidavit must be attached to the application for issuance of a replacement card due to loss.

Theft of the driver card must be reported to the police; the written report must be presented when applying for a replacement card.

Cards that are found after report of loss must no longer be used and must immediately be returned to the issuing authority.

In the event of malfunction or damage, the card must be submitted to the issuing authority, which forwards it to the KBA for testing.

The driver card must be returned if the requirements for issuance are no longer met.

Further information about the tachograph cards and the digital tachograph can be obtained from the websites of the Federal Motor Transport Authority (www.kba.de) and the Federal Office for Goods Transport (www.bag.bund.de) as well as from the manufacturers of digital tachographs.

8. Information on data protection pursuant to Art. 13 General Data Protection Regulation (GDPR):

Controller: DEKRA Automobil GmbH

Contact details of data protection officer: datenschutz.automobil@dekra.com

Purpose of processing: Issuance of tachograph cards

Legal basis of processing:

Regulation (EU) No 165/2014 and any legal provisions based thereon

Period of storage: Validity period of the card plus 1 year

Rights of the data subject:

The data subject has the right to obtain from the **controller** access (Art. 15 GDPR), rectification (Art. 16 GDPR) erasure (Art. 17 GDPR) or restriction of processing (Art. 18 GDPR) as well as the right to object (Art. 21 GDPR) and the right to data portability (Art. 20 GDPR). Furthermore, the data subject has the right to lodge a complaint with the competent supervisory authority (e.g. the State Commissioner for Data Protection and Freedom of Information). Where the collection, processing or use is based on consent pursuant to point (a) of Art. 6 (1) or point (a) of Art. 9 (2), the data subject has the right to withdraw his or her consent at any time with effect for the future pursuant to Art. 7 (3) GDPR.

Miscellaneous:

The provision of personal data is necessary for rendering the service and is required by law.