

Swedavia International Airports

REGISTRATION FOR TRAINING AND APPLICATION FOR DRIVING PERMITS

The information below is filled in by the applicant company

| | |
|---|--------------------------------------|
| Name: | Social security number: |
| _____ | _____ |
| Nationality: | Applying company: |
| _____ | _____ |
| Mobile number: | E-mail: |
| _____ | _____ |
| Current airport (where business is conducted): | Driving license check - Valid until: |
| _____ | _____ |
| Fill in the traffic areas where assignments for driving permits exist. | |
| Driving Permit: White: Red: Green: Green-white striped: Pink (only MMX): | |

The information below is filled in by an approved administrator at the applicant company

| | |
|--|----------------------------------|
| Applying company: | Department/Unit: |
| _____ | _____ |
| Organization number: | Postal address/Postal code/City: |
| _____ | _____ |
| Administrator: | Date: |
| _____ | _____ |
| Signature responsible administrator: | Mobile number: |
| _____ | _____ |
| E-mail: | |
| _____ | |
| NOTE! The administrator must be registered with Swedavia Service Center as an approved administrator. | |

The information below is filled in by the client at the airport (when the registered person is a contractor)

| | |
|---------------------------------|------------------|
| Company: | Department/Unit: |
| _____ | _____ |
| Administrator: | Date: |
| _____ | _____ |
| Signature (responsible client): | Mobile number: |
| _____ | _____ |
| E-mail: | |
| _____ | |

The information below is filled in by the applicant company

Criteria for obtaining a driving license

In order to obtain a driving permit, assignments with the driving of vehicles must be relevant.

- Operational tasks that require access to vehicles = constitute grounds for a driving license.
- Administrative tasks that don't require access to vehicles = don't constitute grounds for a driving permit.

Enter the justification for the need for a driving permit for the person in question:

Drivers must regularly drive a vehicle in the performance of their duties in order to maintain their competence.

- If the break exceeds 3 - 12 months, must the refresh training be carried out
- If the break exceeds 12 months, a new basic driving training must be carried out.

Will the person in question drive a vehicle regularly, ie. it will never take more than three months from the last vehicle driving?

Yes:

No:

ATTENTION! A person who is eligible for training for driving permit manoeuvring area must complete a language test before driving permit training and the certificate from the language test must be attached to the email addresses below.

The person who is approved to complete the driving training can complete step 1, web-based theory part, without a badge. For steps 2-3 in the training, the person in question must already hold an approved badge at the airport.

The employer is aware of the responsibility for returning the driving permit and undertakes to reimburse Swedavia according to the current price list for each driving permit that is not returned.

Debiting is paid according to the established price list, read more on Swedavia's extranet. As well as for for information on actors who provide driving training at each airport.

See also Swedavia's extranet for information on operators who provide driving training at the respective airport

The completed form is sent by e-mail to the specific airport:

Arlanda: dl-utbildning@swedavia.se

Bromma: kortillstand.bma@swedavia.se

Landvetter: kortillstand.got@swedavia.se

Malmö: kortillstand.mmx@swedavia.se

The above information is stored at Swedavia as long as the driving permit is valid and for 4 years after termination of employment, terminated or revoked driving permit. Read more about how Swedavia handles personal data in Swedavia's privacy policy at swedavia.se.

Completed driving training is charged to the applicant company. Swedavia Service Center invoices for step 1 web training + driving license badge according to the established price list.

The airports invoice for steps 2 & 3, theoretical and practical training and check-out (cost varies due to scope at the airports). In the event of non-participation or cancellation within 24 hours before the start of training, the applicant company will be charged for the entire cost. If you unsubscribe within 48 hours, the applicant company will be invoiced for half the training cost. Enter current billing information below:

Organization number:

Invoices address:

Mobile number:

Full company name:

Invoice reference:

E-mail:

The information below is filled in by Swedavia or an external player with authorization for training in driving permits.

The person in question is approved at check-out, certified by assessor basic driving permit:

Signature:

Date:

The person in question is approved at check-out, certified by assessor Manoeuvring Area driving permit:

Signature:

Date:
