



Ken Burton Jr.

Innovating Better Ways to Serve

**Driver License Office**  
904 301 Blvd. W.  
Bradenton, FL 34205  
Monday – Friday, 9 AM - 4:30 PM  
[taxcollector.com](http://taxcollector.com)

# Driving Skills Road Test Information and Instructions

The Manatee County Tax Collector's Office would like to ensure your Driving Skills Road Test is successful! It is **VERY** important that you **READ** and **BRING** the required documents with you for your appointment. **IF YOU ARE UNPREPARED OR LATE, YOU WILL FORFEIT YOUR SCHEDULED APPOINTMENT.**

**YOUR TO DO LIST FOR A DRIVING SKILLS ROAD TEST:** The required forms and documents listed below **MUST** be printed, completed/reviewed prior to your visit. For additional information, please visit [taxcollector.com](http://taxcollector.com) and click the "Road Testing" button. **\*\*UPON ARRIVAL PARK IN THE COVERED, RESERVED PARKING SPACES ON THE EAST SIDE OF THE BUILDING\*\***

- You **must** be a Manatee County resident. We will verify your residency prior to the road test being administered.
- You must complete a [Driver License Application](#) prior to your visit.
- You must be **at least 16** years of age to be eligible to take the Driving Skills Road Test. If you are 16 or 17 years old, you must have held a Learner License for at least 1 year conviction-free. If you are 18 years old, it's not necessary to hold a Learner License for a year; however, you must have a valid driving record that shows you passed the exams required to obtain a Learner License to be eligible (i.e. DATE [drug and alcohol], Road Signs and Road Rules).
- Driving Skills Road Tests are administered by appointment only and will not be administered to walk-in customers.** Appointments fill up fast. Make your appointment online at [taxcollector.com](http://taxcollector.com) (If you are Deaf or Hard of Hearing and require a Sign Language Interpreter please [contact our office](#) 2 weeks in advance prior to scheduling an appointment to make arrangements.
- For information on taking the Class E Road Test after hours or on the weekends **contact Ault's Driver Education Center at 941-355-4202 or by email at [aults@verizon.net](mailto:aults@verizon.net)** for details, or visit <https://www.flhsmv.gov/driver-licenses-id-cards/driver-license-exams/> for a list of other private providers.
- If your Learner License does not have a **gold star ★** on the right corner **OR** you are not a US citizen, you must present documents that establish your identity pursuant to the Real ID Act (i.e. US birth certificate, US passport, USCIS/INS documents, name change document(s), Social Security Card and 2 proofs of residential address). These documents must be submitted with your Driver License Application. Visit [www.gathergoget.com](http://www.gathergoget.com) for complete details.
- Ensure that your parent, guardian or responsible adult 21 or older is able to accompany you to our office.** They will be required to certify that you have completed 50 hours of driving, 10 hours of which was night-time driving. If they are unable to come in, they can complete [Form HSMV 71143](#) and provide it to you. (This form will be scanned and subject to verification.) A **parent or legal guardian** will also be required to complete the [Notice and Consent to Road Test Video and Audio Recording](#). **Note:** If you are 18 or older, married or legally emancipated, you are not required to obtain consent. However, you would be required to submit a marriage certificate or emancipation court order.
- You will be required to take the Driving Skills Road Test in a vehicle of your choosing; our office will not supply a vehicle. Vehicle requirements are listed below and you must be prepared to pay the \$6.25 for our office administering. **Failure to be prepared will result in an Incomplete Driving Skills Road Test and a \$26.25 retake fee may apply when attempting a second time and a new appointment will be required (next available appointment).**
  - The license plate physically on the vehicle must be current (not expired) and registered to the vehicle.
  - You must have the **current (not expired)** Florida or out-of-state registration document. If using a vehicle owned by a Commercial Driving School (CDS), you must also present the current CDS Certificate.
  - If the vehicle is registered in Florida, you must have **proof of current (not expired)** Florida Personal Injury Protection and Property Damage Liability insurance coverage. If the vehicle is registered in another state, you can show insurance coverage in that state. Proof must be in the form of a card, policy or binder; we cannot accept proof of insurance on a mobile device.
  - In accordance with s. 316, Florida Statutes, **the vehicle must pass the safety inspection** and it must have operable seat belts (with the exception of vehicles manufactured before 1968 and trucks before 1972). The Road Test will not be given if your vehicle does not pass the safety inspection. (Refer to your [Official Florida Driver's Handbook](#) for specific inspection requirements).
  - The Gas Gauge cannot display (E) Empty.
  - Examiners reserve the right not to administer a Driving Skills Road Test if the vehicle is unsanitary or the condition of the vehicle places an Examiner in danger (i.e. window(s) missing and plastic, cardboard or other material installed, wet seats, etc.).
  - If applicable, required **adaptive equipment** must be installed and working properly.
  - If using a **rental vehicle**, the [Rental Vehicle Affidavit](#) must be **completed by the authorized driver** listed on the current rental agreement/contract, which must be presented for verification purposes. You may not take the Driving Skills Road Test in a vehicle using dealer plates.
- We encourage you to study the Official Florida Driver's Handbook. It is available online at <http://www.flhsmv.gov/resources/>.
- If you do not pass, you may schedule an appointment to attempt on another day. (Only one attempt is allowed per day.) A \$26.25 retake fee is charged for each subsequent attempt. If you fail 5 times within a 1-year period, your driving privilege will be suspended for 1 year and you will have to [request approval](#) from the Bureau of Administrative Review (BAR) Office to attempt the Road Test a 6<sup>th</sup> time.



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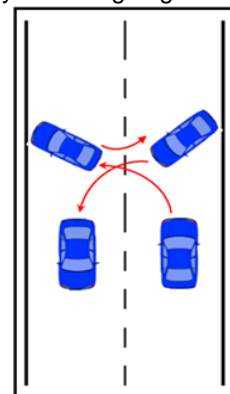
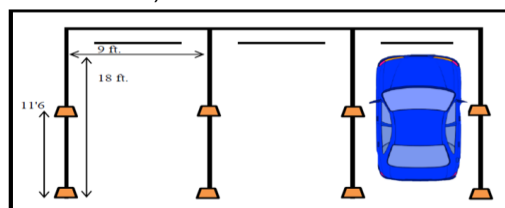
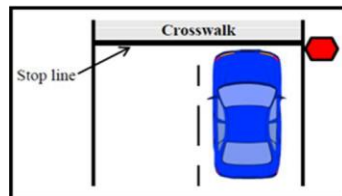
Driving Skills Road Test
Information and Instructions

WHAT TO EXPECT WHEN TAKING THE ROAD TEST

During your Driving Skills Road Test, the Driver's License Examiner will give you directions as to where to go and what to do next. There are no tricks on the driving test and you will not be asked to do anything illegal. Pay close attention to the instructions and obey speed limits and traffic laws at all times. Remain calm at all times and perform the maneuvers to the best of your ability. All driving test results will be discussed with you when you and the Examiner have returned to the office and enter the building. The Examiner's decision about your performance is final in all cases.

You are expected to perform the following maneuvers on the driving test:

- Approach of Crossing - Get in the proper lane and look in each direction. Change gears smoothly and correctly (if your car has a manual shift transmission).
Backing -Back for a distance of 50 feet at a slow speed. Do not use the rear-view mirror when backing. You must look to the rear of the vehicle until the vehicle comes to a complete stop. Only use your mirrors if you are unable to see out your rear window.
Follow at a Safe Distance - Do not drive too closely behind other cars. Use the Four Second Rule.
Observe Right-of-Way - Allow pedestrians to cross, pull over and stop for emergency vehicles and do not enter an intersection where you will interfere with other traffic.
Obey Stop Signs - Give the proper signal if turning, approach in the proper lane, come to a complete stop before reaching the pedestrian crosswalk or stop line, and remain stopped until you can move safely without interfering with cross traffic or pedestrians. Keep in mind that most intersections contain legal crosswalks; marked or unmarked. An unmarked crosswalk is the portion of the roadway at an intersection that would connect opposite sides of the street.
Obey Traffic Signals - Get into the proper lane and approach the light at a speed that will allow you to stop if the light should change. When you must stop, stop before the pedestrian crosswalk or stop line. When the light turns green, do not move forward until the other traffic has cleared the intersection. Give the correct signal for stopping and turning. Watch for "no turn" and "one way" signs.
Passing - Always look ahead and behind to make sure you can pass safely. Pass on the left, unless the car ahead is about to make a left turn or is in the left turn lane on a street with more than one lane in each direction. Do not pass on the shoulder (side of the road).
Shift Gears -Change gears smoothly and correctly (if your car has a manual shift transmission).
Straight-In Parking - Park your vehicle inside the parking space straight-in. When properly parked, the vehicle should be centered inside the space with no part of the vehicle extending out in the traffic lane. This maneuver gives the examiner the opportunity to observe your ability to:
a) handle the vehicle in close quarters
b) judge distance
c) maintain control of the vehicle as you turn into a straight-in parking space
Stop/Start on a Grade -This maneuver is simulated when the car is in the straight-in parking space or when the car is pulled over to the side of the road. You will be instructed to show or tell the examiner what you would do if you were going to leave the vehicle parked up or down a hill, with or without a curb.
Stop Quickly - Drive at 10 miles per hour and make a quick, safe stop when the examiner instructs you.
Signal and Turn - Get into the proper lane and signal your turn for the last 100 feet. You may use either hand signals or mechanical signals. Slow before reaching the crosswalk and turn into the proper lane.
Stay in Proper Lane - Drive in the right lane except on a one-way street. Do not change lanes until you may do so safely.
Turnabout (Three Point Turn) - Turn your car around in a 30' to 40' space.
Use Proper Posture - Keep both hands on the steering wheel and do not rest your elbow in the window.



INCLEMENT WEATHER: Driving tests are given during inclement weather. However, the Examiner can suspend a driving test if the weather conditions are too severe. If you are not comfortable taking the driving test during inclement weather, you may reschedule your appointment.

NOTE: The information in this document is believed to be correct and is subject to change and is not warranted.

Exams\_RoadTest - Last Update: 11/10/16

\*\*\*\* THIS TRANSACTION MAY ONLY BE PROCESSED AT THE DRIVER LICENSE OFFICE \*\*\*\*