



Getting a Bus Licence

If you wish to drive a bus or small charter vehicle for hire or reward purposes, you will need to apply for an 'F' endorsement on your licence. You will also need to hold the appropriate licence class of the vehicle to be driven.

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When do you need an 'F' endorsement on your licence?

You require an 'F' endorsement whenever you are paid or receive other rewards for driving a passenger vehicle. For example:

- You transport passengers during working hours as part of your employment (this may be incidental to your main employment).
- You drive a vehicle hired by passengers who pay for your expenses through monetary or other means (e.g. meals, accommodation costs, etc).
- You are offered a consideration or reward to drive a passenger vehicle by an organisation of which you are not necessarily an employee.

You do not require an F endorsement when you are receiving no reward for driving a passenger vehicle. For example:

- You are a driver of a vehicle hired by a sporting/community group and receive no reward for transporting the passengers.
- You drive a vehicle as a volunteer (e.g. a vehicle hired for an excursion) and receive no reward.

What do you need to apply for an F endorsement on your licence?

To apply for an F endorsement you must:

- Be at least 21 years old.
- Have held a driver's licence for a period of four years and not be on probation.

- Hold the class of licence for the vehicle that will be driven for hire and reward purposes.
- Be of good character (licensing complete a criminal/traffic check and may contact your character referees (see below) to establish this).
- Pass a medical assessment.

How do you apply for an ‘F’ endorsement?

If you meet the above criteria you can apply for an ‘F’ Class endorsement at a licensing centre or agent by taking the following steps:

- Attend a licensing with:
 1. Primary and secondary identification (your current driver’s licence can be used as primary identification as long as it includes a photograph).
 2. The names and contact details of two referees who are not family members and who have known you for at least four years. These referees may be contacted by Licensing Services to verify that you are a suitable applicant for an ‘F’ endorsement.
- Complete an eyesight test and application form.
- Pay application fee of \$103.30.

You will then need to undergo a medical examination by your doctor and licensing will conduct a criminal/traffic check. When the medical and the police check have been completed, you will receive a letter advising you that you have been certified medically fit and the ‘F’ endorsement has been added to your licence.

Please note: Once you have gained the ‘F’ endorsement on your licence, if you do not renew your medical as stipulated in the conditions of gaining an ‘F’ endorsement, your endorsement will be automatically cancelled.

If your licence is not due for renewal, you may wish to purchase a duplicate to show the ‘F’ endorsement.

Please contact us for more information.