

## **Replacement DL389 Form**

ALL SECTIONS MUST BE COMPLETED. DL389s expire 12 months from the original date of course completion and will not be replaced once it has expired. Obtaining a replacement DL389 will not extend the expiration date. If it has already expired you will need to take the entire course to receive a new DL389 certificate. The training provider will not be able to replace your DL389, only CMSP is authorized to replace the DL389. Replacement DL389s may take up to a 5 working days to process your request. An incomplete address will cause significant delay, make sure you include an apartment or unit number.

DATE:			
TRAINING PROVIDER NAME:			
NAME:			
CURRENT First MAILING ADDRESS:	Middle	Last	
Street (include apt or unit #)	City	State	Zip
TELEPHONE	DOB MM/DD/YY		
DRIVER LIC#	STATE		
DATE COURSE COMPLETED			
REASON FOR REPLACEMENT:  LOST ORIGINAL  NEVER RECEIVED ORIGINAL  DAMAGED/DEFACED (ORIGINAL MUST  INCORRECT INFORMATION		,	
□ OTHER EXPLAIN			
INCLUDE A PHO	OTOCOPY OF YOUR DRIV	ER LICENSE	
SIGNATURE	DATE		
	OFFICE USE:		
ORIGINAL DL NUMBER ISSUED	ORIGINA	AL ISSUE DATE	
REPLACEMENT DL NUMBER	REISSUE	DATE	
REPLACEMENT ISSUED BY:	Print Name		

Option 1) Mail form and copy of drivers license to: Total Control Training, Inc 12520 Business Center Dr Ste C Victorville, CA 92395 Option 2) Scan and email form and copy of drivers license to: info@totalcontroltraining.net