



COMMONWEALTH of VIRGINIA

Department of Motor Vehicles

2300 West Broad Street

Richard D. Holcomb
Commissioner

Post Office Box 27412
Richmond, VA 23269-0001

January 16, 2014

Mr. Jeffrey R. Pairan
American Safety Council, Inc.
5125 Adanson Street – STE 500
Orlando, Florida 32804

Dear Mr. Pairan:

We are pleased to advise that your Computer-Based Training Driver Improvement (CBT) Curriculum has been approved to be used by Virginia residence for the purposes of receiving insurance premium reduction.

I have enclosed a copy of the curriculum vendor agreement for the Computer-Based Driver Improvement Clinic Program-Accident Prevention Course for Mature Drivers that has been signed by our authorized DMV Representative. Every effort will be made to notify you of your vendor agreement and clinic agreement prior to your expiration date. However, failure to receive a renewal notice does not relieve you of the obligation to renew.

As an on-line provider, we are requesting that the following information be displayed on the web-site home page **prior** to customers registering:

- List all course fees
- A weekday schedule of the hours for your help desk.
- The toll-free telephone number, **1-877-885-5790** and the statement:
"If you have comments or concerns about this course, call the Department of Motor Vehicles". (It must be displayed in a conspicuous place on your web site and equivalent to all other print.)


We will conduct a licensing review of your web-site, 60 days from the date of this letter to ensure compliance.

Mr. Pairan
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The latest edition of *Virginia Traffic Crash Facts* to update the Virginia statistics using the most current data; brochures: *DMV Driving Manual*, *A Different Kind of Crash Course* and *Moving Violations and Point Assessments* are available upon request and by visiting our web site, www.dmvnow.com

We appreciate your participation in the program and look forward to continuing a successful working relationship. Please feel free to contact us at (804) 367-1969 or e-mail me at www.carol.waller.virginia.gov

Sincerely,



Carol C. Waller
Program manager
Customer Service Management Administration