

PR-562

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RCS 45-02-31

FORM PR-562
(REV. 1-64)

U.S. DEPARTMENT OF COMMERCE
BUREAU OF PUBLIC ROADS

FORM APPROVED
BUDGET BUREAU NO. 41-R2182

State

Calendar year

STATE OPERATORS' AND CHAUFFEURS' LICENSES AND FEES

Section I - KINDS OF PERMITS AND/OR LICENSES	NUMBER OF LICENSES ISSUED IN CALENDAR YEAR (1)	TERM FOR WHICH ISSUED (2)	FEE PER ISSUE (3)	SERVICE CHARGE PER ISSUE (4)	TOTAL COLLECTIONS (5)
A. Learners' Permits			\$	\$	\$
B. Operators' Licenses:					
1. Original.....					
2. Renewal.....					
3. Duplicate.....					
4. Total (1+2).....					
C. Chauffeurs' Licenses:					
1. Original.....					
2. Renewal.....					
3. Duplicate.....					

FORM PR-562
(REV. 10-68)U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION
BUREAU OF PUBLIC ROADSFORM APPROVED
BUDGET BUREAU NO. 04-R2182STATE OPERATORS' AND CHAUFFEURS' LICENSES AND FEES
(PPM 50-5)

State

Calendar year

INSTRUCTIONS

The Form PR-562 is designed to record the total number of drivers licensed during a year, classified by kinds of permits and/or licenses issued, sex and age of drivers, length of license term, and fees collected.

Calendar Year - The data on drivers licenses are published each year on a calendar-year basis for all States.

Section I - Licenses issued during a calendar year - In column 1 should be recorded the total number of licenses issued during the calendar year, classified by kinds issued. An operators license permits the operation of a vehicle in circumstances that are not covered by the requirements for a chauffeurs or other special license. Generally speaking, most States require chauffeurs or other special licenses if the driver is paid for the act of driving a vehicle, or when driving buses, heavy vehicles, special equipment, or when dangerous loads are to be transported. States that do not segregate licenses into operator and chauffeur categories but designate several classes of operator licenses should list the classes in the appropriate places in section I, B and C, according to the above general definitions of operator and chauffeur licenses. Specify other kinds in Item 4D, such as motorcycles, bus drivers, etc., where the State classifies them separately from operators' and chauffeurs' licenses. The number of duplicate licenses should be reported, but they should not be included in the totals or the grand total of licenses issued in the calendar year. Column 2 provides for the length of term of issue for each kind of license. If there is an option, show the optional terms and the number of licenses issued for each of the terms. The fee per license should be shown in Column 3. Learners' or beginners' permit fees should be shown separately in those States where there is a separate charge.

Where part of the learners' permit fee is applied to the operators' license fee, show that amount with the operators' license fee and explain by a footnote. If there is a service charge for license or permit issuance, it should be shown in column 4. Indicate with a plus (+) sign if the service charge is in addition to the fee in

column 3, and with a minus (-) sign if the service charge is already included in the fee in column 3. Column 5 should include all receipts for the licenses or permits shown in column 1, including delinquent or penalty fees, examination fees, and fees collected from duplicate licenses.

Section II - Net licenses in force at the end of the calendar year - Sections I and II are permanent records, so worksheets A, B, and C should be completed before entering any data in section II. The entries for section II, columns (1), (2) and (3) can be transcribed directly from columns (3), (6) and (7) of worksheet A. Columns (4), (5) and (6) can be transcribed from columns (3), (6) and (7) of worksheet B. Column (7) is the sum of columns (3) and (6) for those States in which an operators license is not required as a prerequisite for obtaining a chauffeurs license. In States that issue chauffeurs licenses only to persons who have first obtained an operators license, the entries made in column (7) will be exactly the same as those in column (3). The entries in column (8) can be transcribed directly from column (3) of worksheet C.

Worksheet A - Operators Licenses - In States that issue junior or minor licenses, indicate the ages in the stub of item A. Entries in columns 1 and 4 are accumulations of all licenses issued to males and all issued to females during the years included in the term of the license. For example, if the license term shown in section I, B, 1, column (2) is two years, the entries in Worksheet A, columns 1 and 4 would be cumulations of all original and renewal operators licenses for the current year and the prior year. Entries in columns 2 and 5 should be cumulations of records on operator license cancellations resulting from deaths, emigration, and revocations. Current suspensions that extend beyond the end of the year should be in the "deductions." If the State does not now have detailed records of the cancellations, it will be satisfactory to use estimates for the current year. While procedures are being formulated to expand the data on cancellations in the

(Continue Instructions on Page 4)

SOURCE	Collecting Agency or Agencies
	This information from the records of
	Compiled under direction of

Section 1 - KINDS OF PERMITS AND/OR LICENSES	NUMBER OF LICENSES ISSUED IN CALENDAR YEAR (1)	TERM FOR WHICH ISSUED (2)	FEE PER ISSUE (3)	SERVICE CHARGE PER ISSUE (4)	TOTAL COLLECTIONS (5)
A. Leorners' Permits					
B. Operatars' Licenses:					
1. Original					
2. Renewal					
3. Duplicate					
4. Total					
C. Chauffeurs' Licenses:					
1. Original					
2. Renewal					
3. Duplicate					
4. Total					
D. Other Kinds (Specify)					
E. Misc. (Delqnt., Pen., Exam Fees)					
F. TOTAL (A+B+C+D+E)					

Section II - LICENSES BY AGE GROUPS	NET NUMBERS OF LICENSES IN FORCE IN STATE OF _____ 19____							MOTORCYCLE & SCOOTER LICENSES (8)
	OPERATORS			CHAUFFEURS			TOTAL LICENSES IN FORCE (7)	
	MALE (1)	FEMALE (2)	TOTAL (3)	MALE (4)	FEMALE (5)	TOTAL (6)		
A. Junior Licenses (Ages _____)								
B. Regular Licenses:								
1. 16 years								
2. 17 years								
3. 18 years								
4. 19 years								
5. 20 years								
6. 21 years								
7. 22 years								
8. 23 years								
9. 24 years								
10. 25 - 29 years								
11. 30 - 34 years								
12. 35 - 39 years								
13. 40 - 44 years								
14. 45 - 49 years								
15. 50 - 54 years								
16. 55 - 59 years								
17. 60 - 64 years								
18. 65 - 69 years								
19. 70 and over								
20. Total (1 - 19)								
C. TOTAL (A+B)								

Worksheet A - OPERATORS LICENSES

LICENSES BY AGE GROUPS	MALE			FEMALE			TOTAL OPERATOR LICENSES IN FORCE (7)
	TOTAL ISSUED DURING _____ YEAR TERM	DEDUCTIONS ¹	NET LICENSES IN FORCE	TOTAL ISSUED DURING _____ YEAR TERM	DEDUCTIONS ¹	NET LICENSES IN FORCE	
	(1)	(2)	(3)	(4)	(5)	(6)	
A. Junior Licenses (Ages _____)							
B. Regular Licenses:							
1. 16 years							
2. 17 years							
3. 18 years							
4. 19 years							
5. 20 years							
6. 21 years							
7. 22 years							
8. 23 years							
9. 24 years							
10. 25 - 29 years							
11. 30 - 34 years							
12. 35 - 39 years							
13. 40 - 44 years							
14. 45 - 49 years							
15. 50 - 54 years							
16. 55 - 59 years							
17. 60 - 64 years							
18. 65 - 69 years							
19. 70 and over							
20. Total (1 - 19)							
C. TOTAL (A + B)							

Worksheet B - CHAUFFEURS LICENSES

LICENSES BY AGE GROUPS	MALE			FEMALE			TOTAL OPERATOR LICENSES IN FORCE (7)
	TOTAL ISSUED DURING _____ YEAR TERM	DEDUCTIONS ¹	NET LICENSES IN FORCE	TOTAL ISSUED DURING _____ YEAR TERM	DEDUCTIONS ¹	NET LICENSES IN FORCE	
	(1)	(2)	(3)	(4)	(5)	(6)	
A. Regular Licenses:							
1. 16 years							
2. 17 years							
3. 18 years							
4. 19 years							
5. 20 years							
6. 21 years							
7. 22 years							
8. 23 years							
9. 24 years							
10. 25 - 29 years							
11. 30 - 34 years							
12. 35 - 39 years							
13. 40 - 44 years							
14. 45 - 49 years							
15. 50 - 54 years							
16. 55 - 59 years							
17. 60 - 64 years							
18. 65 - 69 years							
19. 70 and over							
B. TOTAL (1 - 19)							

¹ DEDUCTIONS INCLUDE CANCELLATIONS RESULTING FROM RELICENSING IN OTHER STATES OR FOR OTHER REASONS; DEATHS, IF REPORTED; REVOKED LICENSES; AND LICENSES THAT ARE IN A "SUSPENSED" STATUS AT THE END OF THE YEAR.

Worksheet C -MOTORCYCLE AND MOTORSCOOTER LICENSES

LICENSES BY AGE GROUPS	TOTAL ISSUED DURING ____ YEAR TERM (1)	DEDUCTIONS ¹ (2)	MOTORCYCLE AND SCOOTER LICENSES IN FORCE (3)
A. Junior Licenses (Ages _____)			
B. Regular Licenses:			
1. 16 years			
2. 17 years			
3. 18 years			
4. 19 years			
5. 20 years			
6. 21 years			
7. 22 years			
8. 23 years			
9. 24 years			
10. 25 - 29 years			
11. 30 - 34 years			
12. 35 - 39 years			
13. 40 - 44 years			
14. 45 - 49 years			
15. 50 - 54 years			
16. 55 - 59 years			
17. 60 - 64 years			
18. 65 - 69 years			
19. 70 and over			
20. Total (1 - 19)			
C. TOTAL (A+B)			

¹ DEDUCTIONS INCLUDE CANCELLATIONS RESULTING FROM RELICENSING IN OTHER STATES OR FOR OTHER REASONS; DEATHS, IF REPORTED; REVOKED LICENSES; AND LICENSES THAT ARE IN A "SUSPENDED" STATUS AT THE END OF THE YEAR.

INSTRUCTIONS (Continued)

State, it may be possible to base estimates on a periodic study of cancellations. The entries in columns 3 and 6 are the results of deducting columns 2 and 5 from columns 1 and 4, respectively. Column 7 is the sum of columns 3 and 6.

Worksheet B - Chauffeurs Licenses - This worksheet is comparable in layout and content with that of worksheet A, except that the "Junior Licenses" line has been omitted. The procedure for completing the worksheet is exactly the same as for worksheet A, except that chauffeur license data from section I C should be used instead of operator license data.

Worksheet C - Motorcycle and Motor Scooter Licenses - In this worksheet it is not necessary to segregate the licenses between male and female. Otherwise, the procedure is the same as in worksheet A and B. Data used to determine the total licenses issued are customarily found in section I D.

Additional Information - Any legislative action or administrative decisions made during the past year that affect drivers license administration or fees should be described, and, if necessary, explained in the "Notes and Comments" space below.

Notes and Comments: