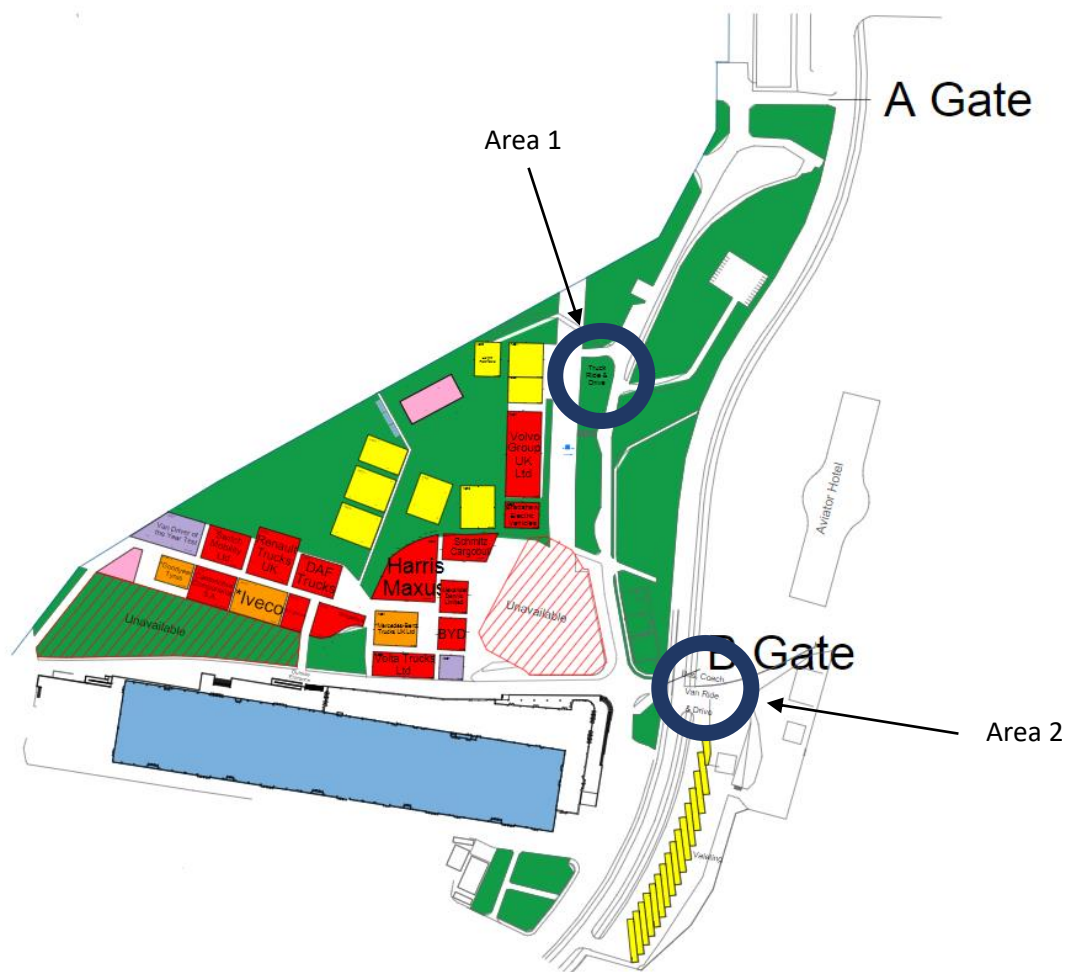


## Ride & Drive Process – ITT Hub 2022

The Ride & Drive opportunity provides a four-mile off-site route created for supervised demonstration drives. The Ride & Drive feature, gives an opportunity for attendees to try vehicles in one of the most exciting and interactive parts of the exhibition

The 'Ride & Drive' offers two areas:

- Area 1: Truck demonstrations in partnership with [Schmitz Cargo Bull](#)
- Area 2: Bus, coach, and van demonstrations



## The Process for Visitors

ITT Hub has put in place two checks to support the exhibitors with the verifying process of visitors who are interested in participating in the Ride & Drive. These are not extensive checks and exhibitors should also carry out their own checks to ensure that anybody partaking in the Ride & Drive of their vehicle has the correct credentials.


**Ride & Drive Licence Check** – provided by event partner [Davis Licence Check](#).

Any visitors who wish to take part in the Ride & Drive must have their licence checked to make sure it is an original document, the photograph matches, and it has not expired. There will also be a licence check to make sure they are not disqualified and what class of vehicle the visitor is licenced to drive.


Regretfully, without this, visitors will be unable to participate in the Ride & Drive.

Please also note - we are unable to process non-UK licences during the event.

Once a license has been checked and verified, the visitor will be issued with a copy of their license check result. Which will look like this:



**Peter James Boden**  
DAVIS Demo Company  
Birmingham - Driver



Driver Licence Number: **BODEN610031PJ9ZC** Issue Number: **55**

**Current Full Licence.**

Risk Level

Medium

Effective Convictions

1

Effective Points

4

Date Of Birth: **03/10/1961**

Photocard / Licence valid to: **12/06/2024**

Ordinary Entitlement valid to: **02/10/2031**

Address on Licence:  
CENTURY HOUSE 2 ST. JAMES COURT  
DUNRY, DD1 1BT

Address Provided on Consent:  
CENTURY HOUSE 2 ST. JAMES COURT FREAK GATE  
DUNRY, DD1 1BT

Date Last Checked: **28/01/2022**

Next Check Due: **28/04/2022**

Short Term Licence: **No**

Directive: **3rd Directive licence issued since 19th January 2013**

CPC Qualifications
LGV Expiry: 09/09/2024
PCV Expiry: N/A

Digital Tachocard
Tacho Number: DB07332162134402
Expiry date: 28/11/2022

Health Declaration
Last Declaration: N/A
Next Declaration: N/A

Eye Test
Last Test: 25/03/2021
Next Test: N/A

Full Entitlements				
Category	Start Date	End Date	Restrictions	Warnings
A	19/01/2013	02/10/2031	01 793	
AM	29/05/2014	02/10/2031	01	
B	06/04/1979	02/10/2031	01	
B1	06/04/1979	02/10/2031	01	
BE	06/04/1979	02/10/2031	01	
C	03/07/1992	12/06/2024	01 78	
* C1	03/07/1992	12/06/2024	01 78	
* C1	06/04/1979	02/10/2031	01	
C1E	06/04/1979	02/10/2031	01 107	
D1	06/04/1979	02/10/2031	01 101	
D1E	06/04/1979	02/10/2031	01 101 118	
F	06/04/1979	02/10/2031	01	
K	06/04/1979	02/10/2031	01	
L	06/04/1979	02/10/2031	01	
N	06/04/1979	02/10/2031	01	
P	06/04/1979	02/10/2031	01	
Q	29/05/2014	02/10/2031	01	

Provisional Entitlements				
Category	Start Date	End Date	Restrictions	Warnings
A	03/10/1978	02/10/2031	01	
C	03/07/1992	12/06/2024	01	
C1E	03/07/1992	12/06/2024	01	
CE	03/07/1992	12/06/2024	01	
G	03/10/1978	02/10/2031	01	
H	03/10/1978	02/10/2031	01	

Convictions				
Code	Points	Conviction Date	Effective Until	Risk
SP30	4	03/02/2020	10/01/2023	Low

\* This licence may contain appropriate entries for C1, C1E, D1 or D1E. This is due to the entitlement to drive motor-vehicles being awarded based upon the date the driver passed their test. This is known as Acquired Rights. However, in order to drive motor-vehicles of category C, C1E, D1 or D1E, you must also hold the appropriate entitlements, which are shown in the right hand column. A motorist must be taken every 10 years in order to renew the entitlement. Acquired Rights. Motorists will only be able to obtain appropriate category for driver will not be shown for historical purposes.

This report has been produced for and on behalf of Davis Licence Company by Davis Licence. Your licence data managed by the Driver and Vehicle Licensing Agency (DVLA) an Executive Agency of the Department for Transport. The DVLA is the reference source for driving licence validity, entitlement and history in terms of endorsements, disqualifications and suspensions.

If you have any questions or concerns relating to this report or its contents, please contact your employer in the first instance.

Davis Licence Limited provides secure driving licence checking and management services under licence from the DVLA. The company is ISO 27001:2013 and Cyber Security Trust certified. It is registered with the Information Commissioner's Office and a member of the Association for Driving Licence Verification.

https://test.davis.co.uk

The visitor must then take their license check paperwork with their original license to the exhibitor.

Please note: areas of the license check will be concealed for privacy reasons.

**Drug & Alcohol Checks** – provided by event partner [Alcodigital](#).

On arrival to the Ride & Drive area, visitors will have to undertake an alcohol breath test. Once this check has been done, visitors will be given a stamp with the time of the test result.

Results are only valid for **15 minutes** and after this period, will be required to take another test if they wish to take part in the Ride & Drive.

*Exhibitors will be responsible for further checks to ensure it meets the criteria of their insurance.*

## The Process for Exhibitors

Below is a recommended process for exhibitors, with the aim to assist the planning and delivery for a successful and safe participation in the Ride & Drive. (This process is recommended as this should be adapted to meet the requirements of the exhibitor's health & safety protocols and insurance policies).

### **Before Event**

Exhibitors are required to complete the [Ride & Drive Participation Form](#) (Deadline: 15<sup>th</sup> April 2022) and [Vehicle Information Form](#) (Deadline: 29<sup>th</sup> April 2022) and submit a vehicle waiver form per vehicle. Information about these forms and additional useful information can be found in the Exhibition Regulations in the Portal.

Exhibitors should check their own insurance policy and requirements and prepare their processes for onsite and check they align. We recommend Exhibitors familiarize themselves with the Licence Check results and different categories, to establish in advance what category licence is permitted on your vehicles, additionally, consider the age limits, and additional qualifications you may require.

Exhibitors must have their own risk assessment in place and updated for ITT Hub 2022 and must be submitted in advance to the [Operations Manager](#) (Deadline 29<sup>th</sup> April 2022).

### **Onsite – Before the Event Opens**

Exhibitors are required to attend a Ride & Drive briefing held onsite the day before the event. The individual attending this briefing must be involved in delivering the Ride & Drive demonstrations. Please bring your risk assessment and an example of your process to the briefing on this day to be checked over by the event Health & Safety manager.

This briefing will take place on **Tuesday 10th May at 3pm** (Invitations will be sent out nearer the time with details of the location). Use of Ride & Drive facilities by an exhibiting company will NOT BE PERMITTED without attendance at the briefing by those representatives supervising all demonstration drives during the show.

### **Onsite – Event Open Days**

Visitors should have their license checked first, once this has been done, they will be directed to the exhibitors stand to enquire more about taking part in the Ride & Drive and the choice of vehicles available.

### **Visitor arrives at stand**

At this point we recommend exhibitors initiate their own checking process with the enquiring visitor, which should include, but is not limited to:

- Check the visitors Licence Check
- Ensure the visitors meets the criteria for vehicles enquired about
- Take a copy of their driving license for your own records
- Check they are insured or meet the criteria determined by your insurance.
- Make sure any necessary paperwork is completed (electronically if necessary) before allowing the customer into the vehicle.

These steps are vital for covering your vehicle in situations where the driver is involved in an accident or picks up a speeding fine. The more information you have about the visitor, the better.

Once the necessary paperwork has been collected and you have the relevant information you can direct them to the Ride & Drive area where you should have a representative greet them.

### **Visitor arrives at the Ride & Drive Area**

Visitors will undertake an alcohol test on entry into the Ride & Drive area. Once this has been done, we recommend the representative greet the visitor and carry out the below steps:

- Check the visitor's paperwork completed on the stand
- Check the visitor has the correct wristband and a valid time-stamp
- Give the visitor a full briefing about the vehicle, including the safety features
- Explain to the visitor how the Ride & Drive experience will work, talking them through the route
- Explain the liability terms and conditions to the visitor
- Get the visitor to sign to say they have had the briefing and understood

### **During the Ride & Drive**

The visitor should be accompanied at all times whilst in the vehicle and follow the route provided by the organiser.

During accompanied test drives, we recommend considering the following steps:

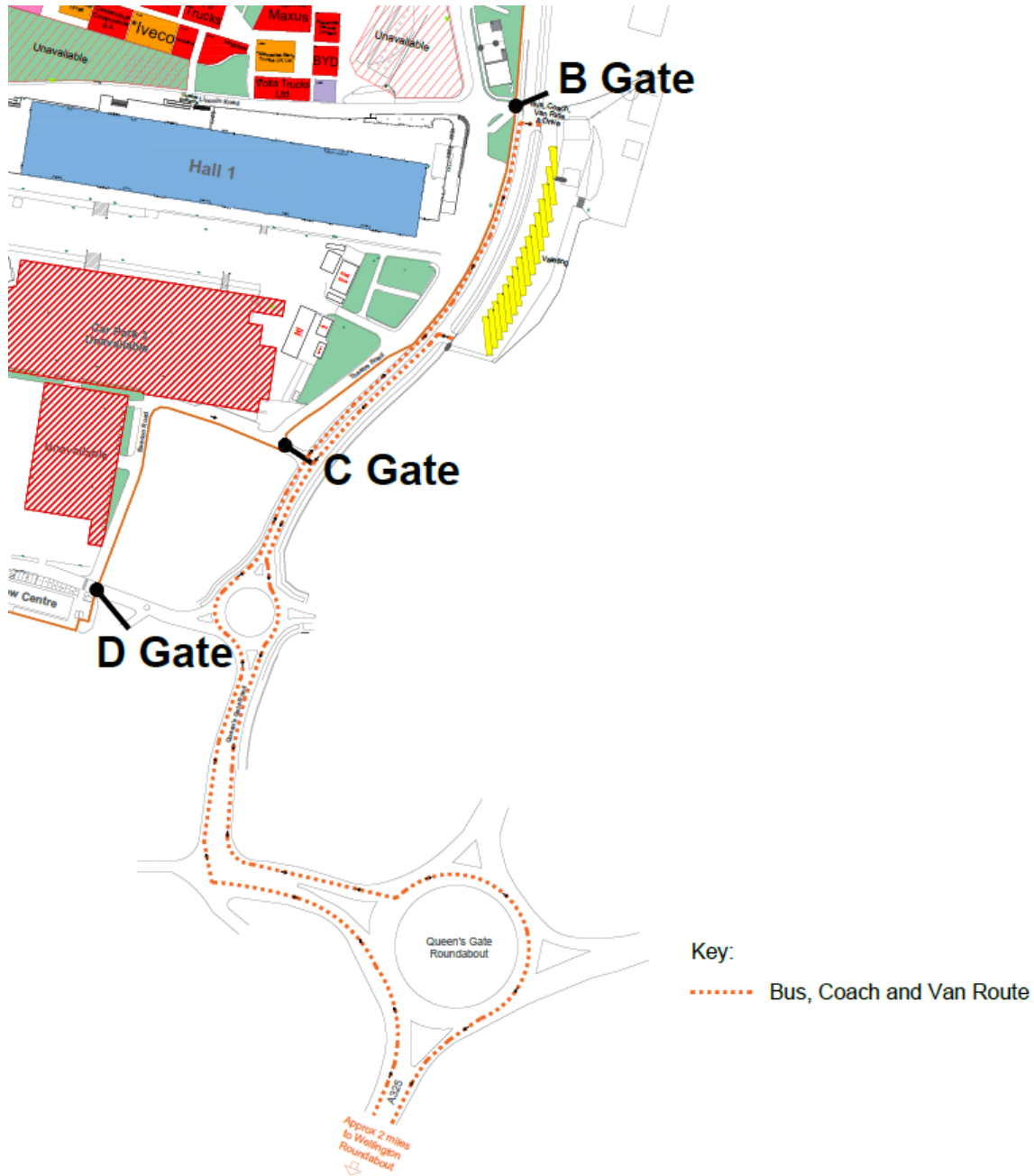
- Clean your vehicle thoroughly between test drives.
- Wash and or sanitise your hands after every test drive.
- Reduce the number of people in the vehicle – ideally, this should just be the driver and an exhibitor.

### **Overnight Charging** – Provided in partnership with [Zenobē](#)

Vehicles taking part in the Ride & Drive can use our onsite charging points at the venue to recharge overnight. Charging points are pre-arranged based on event requirements and therefore any onsite charging requirements should be communicated with us as soon as possible through the [Vehicle Information Form](#).

### Ride & Drive Routes

The Bus, Coach & Van Ride & Drive will start and finish in the bus station opposite Gate B.



The Truck Ride & Drive Route will start and finish on the edge of the external area, leaving and returning through site of Gate A.

