

AGREEMENT BETWEEN  
COMMONWEALTH OF KENTUCKY  
TRANSPORTATION CABINET  
AND  
SITE PROVIDER

THIS AGREEMENT is entered into by and between the Kentucky Transportation Cabinet, Division of Driver Licensing, hereinafter referred to as "KYTCDL" and BOONE COOUNTY HIGH SCHOOL the Site Provider, hereinafter referred to as "SP". THIS AGREEMENT is administered by Kentucky Safe Driver, hereinafter referred to as "KSD". THIS AGREEMENT is in reference to the Kentucky Graduated Licensing Program as mandated by the Kentucky House Bill 400, of 1996.

WITNESSETH

The parties have deemed it appropriate and necessary that KYTCDL utilize the services of SP for the use of facilities in the distribution of classroom instruction associated with the Kentucky Graduated Licensing Program. A Memorandum of Agreement is an appropriate and proper mechanism for implementing the required services. This agreement is hereby made and entered into by KYTCDL and SP as follows:

**Section I Responsibilities of Site Provider**

The SP shall be responsible for the following:

1. Provide a list of dates when classrooms are not available.
2. Provide adequate seating in conjunction with the number of participants attending the class.
3. Make reasonable efforts to ensure that heating / cooling is provided and working properly for the duration of the class time scheduled.
4. Provide access to the classroom, appropriate lighting and directional information for participants taking the classes.
5. Provide access to restrooms and furnish required necessitates for use.
6. Provide a facility that is ADA compliant.
7. Provide and keep all Emergency Procedures up to date with KSD.
8. Keep all contact information up to date by contacting KSD at:

106-C St. James Court  
Frankfort, KY 40601  
Office: (502) 699-2295  
Email: [information@kentuckysafedriver.org](mailto:information@kentuckysafedriver.org)

## **Section II Responsibilities of KSD**

KSD shall be responsible for the following:

1. Provide classroom frequency and number of individuals scheduled to attend based on enrollment each month.
2. Provide classroom instructor for each class.

## **Section III Responsibilities of KYTCDL**

KYTCDL shall be responsible for the following:

1. Maintaining communication with KSD regarding individual's eligibility to attend the classes.

By signing the MOA, each party represents it is fully authorized to enter into this MOA, accepts the terms, responsibilities, obligations, and limitations of this MOA, and agrees to be bound thereto to the fullest extent allowed by law.

Tim S. Rotter  
(Signature, Title)

\_\_\_\_\_  
(Signature, Title)

Tim S. Rotter  
(Print Name)

\_\_\_\_\_  
(Print Name)

1/25/18  
(Date)

\_\_\_\_\_  
(Date)



## What is Alive at 25?

Alive at 25 course is an accredited defensive driving course that meets the Commonwealth's Graduated License Program requirements. This program includes the required laws and statutes necessary for the Commonwealth's new drivers.

Alive at 25 is taught by current and former law enforcement officers across Kentucky. The course focuses on the behaviors and decision making patterns that young drivers display behind the wheel. It is a curriculum focused on the prevention of traffic violations, collisions, and fatalities among young drivers.



106 St. James Ct., Suite C  
Frankfort, KY 40601  
(502)699-2295

## Steps to Register for a 4-hour Graduated Licensing Class:

- ♦ Website – [www.aliveat25.us](http://www.aliveat25.us) or QR Code
- ♦ Select Kentucky
- ♦ Select the date and location you want to attend
- ♦ Select enroll
- ♦ Register (New student)
- ♦ Create Username
- ♦ Enter Date of Birth (mm/dd/yyyy format)
- ♦ Click Continue
- ♦ Enter First Name
- ♦ Enter Last Name
- ♦ Enter Mailing Address
- ♦ Enter City
- ♦ Select State – Kentucky
- ♦ Enter Zip Code
- ♦ Enter email address
- ♦ Enter Primary Phone Number
- ♦ Select one of the following Current License Status:
  - ♦ I have a driving permit
  - ♦ I have a valid license
- ♦ Select Gender
- ♦ Click Continue
- ♦ **MUST** answer the following question:
  - ♦ Reason for Enrollment – GLP
- ♦ Check the box
- ♦ Select Enroll