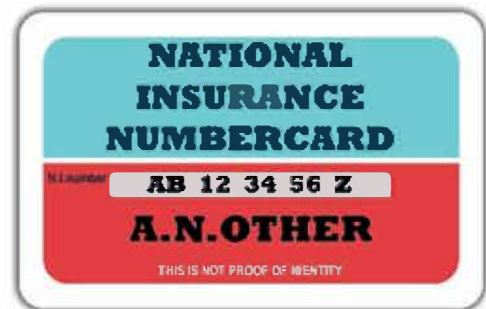


Before you can use the DVLA site to generate a Check Code, you will need the following information

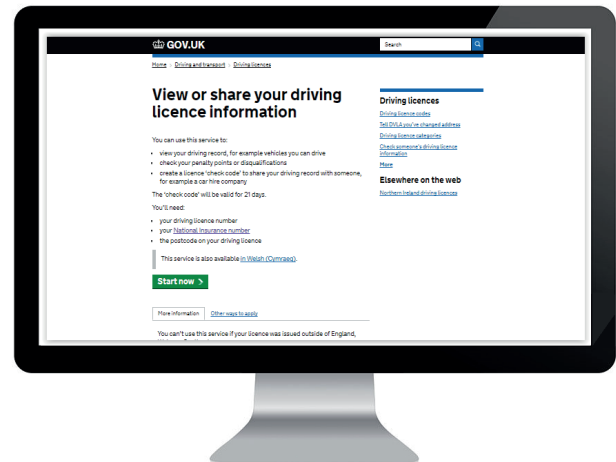
-



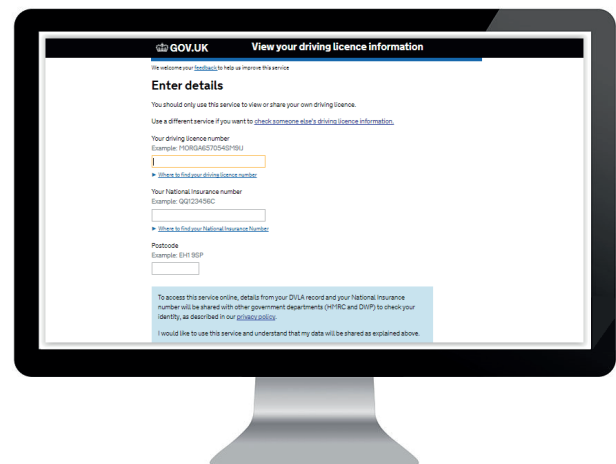
0834		FULL NAME HERE		2291/2206	NP0000008
Payable	Rate	Amount	Payee	Amount	
Gross Salary	1.00	3750.00	PAYEE Tax	845.19	
Monthly		3750.00	National Insurance	263.62	
Payment Method					
Charge					
FULL NAME 88 ALEXANDERS COURT BOSTON MA 02118 617-437-4081		Tax Period: 10 Gross Gross Pay: 3750.00 Gross Net Tax: 3750.00 Savings In: 0	Tax Code: 0000 Gross Net Tax: 3750.00 Tax Paid: 0 Savings In: 0	Total Gross Pay TD: 37500.00 Gross Net Tax TD: 37500.00 Tax Paid TD: 8451.90 Savings In TD: 27300.00 National Insurance TD: 2636.20	
COMPANY NAME				Net Pay	2636.19

A guide to obtaining your DVLA check code - continued

Once you have all this information to hand, go to the website <http://www.gov.uk/view-driving-licence> and click on the  button

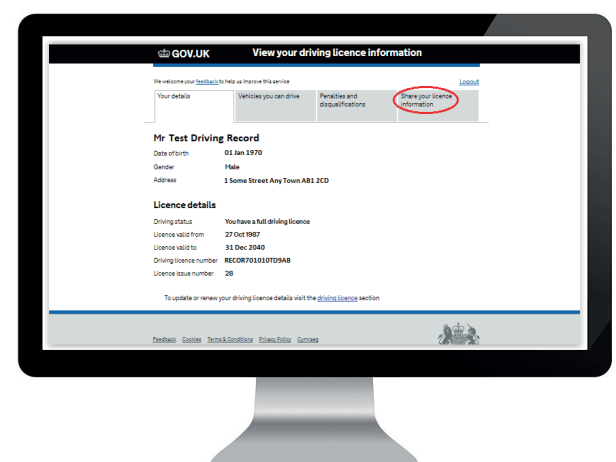


Enter the relevant **Driving Licence** and **National Insurance** numbers along with your **Post Code** in the boxes provided on the website.



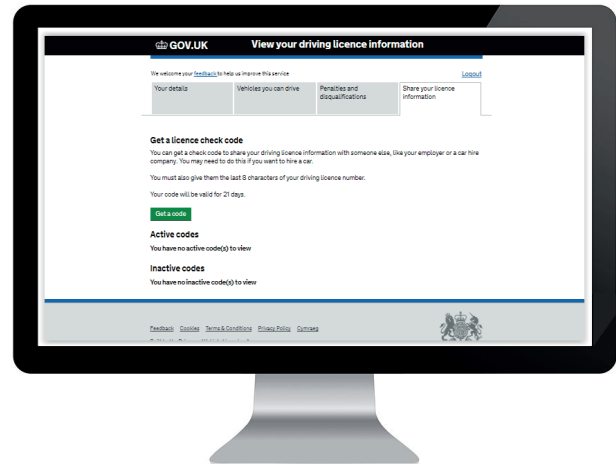
Then **tick the box** in the blue agreement area to accept the terms of use of the website, and then click the  button.

At the top right of the screen, select the grey box called **“Share your licence information”**



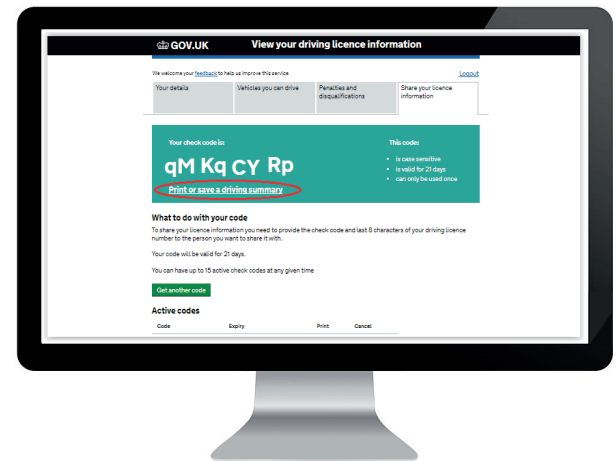
A guide to obtaining your DVLA check code - continued

Click on the [Get a code](#) button to generate a new unique Check Code



The code will now be displayed on screen for you.

Click on the “**Print or Save a Driving Summary**” link below the code to download a PDF copy that you can email to us, or email us the code and last 8 characters of your driving licence number to forms@fluxdirect.co.uk.



IMPORTANT: If emailing just the Check Code directly to us, please be aware that **the code is case sensitive like a password**, so we need to know which letters are capitals and which are lowercase, so please ensure that the Check Code is provided to us exactly as it is shown on the DVLA web page.

In addition, if sending us just the Check Code, please ensure that you also include the last 8 characters of your driving licence.