

## Students' services

Montreal, February 16<sup>th</sup> 2016

**Object: Refund for unperformed services from NASR driving school inc course  
follow-up in another driving school**

Dear Madam,  
Dear Sir,

You have started your driving training in a school whom the permit was revoked by the Société d'assurance automobile du Québec (SAAQ). Indeed, your former driving school, NASR driving school inc, was revoked on February 12<sup>th</sup> 2016.

The Association québécoise des transports (AQTr) was mandated by the SAAQ to take in charge the Programme de reconnaissance des écoles de conduite. This is why, when one of the AQTr certified driving schools happens to be suspended, revoked or voluntarily closed, the AQTr is in charge of helping the students to get a refund for the unperformed services. Also, the AQTr will provide these students with a certificate (aka. attestation) to allow them to follow up the driving course in another certified school.

1

You will therefore find enclosed to this letter the following documents: a memo note describing the different steps to follow, a copy of the Security contract and a sworn statement to sign.

Although this contract is expiring on the **15 of April 2016**, the insurance company informed us that it would actually end sooner than that; more precisely on the **12 of May 2016**, after the school's annulment. Even though you could submit your request until the **12 of May 2017** to the AQTr, you should do this as soon as possible. Also, be aware that you could be granted a lesser amount of money than submitted. For this purpose, please note that the more proofs of payments you bring along, the better it is.

## Students' services

Furthermore, we would like to inform you that the present letter as well as the enclosed documents – which are also available online at [www.aqtr.com](http://www.aqtr.com) do not constitute a legal notice. If you wish to seek legal advice in this process, you should get in touch with a legal expert.

Wishing you find this information useful in order to transfer to another driving school.

Best regards,

SB/aga



Sylvie Basque  
Head of department,  
Student's service

2

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Enclosed documents: Memo, Security bond and Sworn statement

**STUDENT'S MEMO****How to Get a Refund for Unperformed Services?  
How to Resume your Course in another Driving School?**

In order to help you in this process, the AQTr strongly recommends you to read the following information.

**1. Procedure to follow to be granted a refund:**

Make an appointment with one of the AQTr's representative in order to start the process. Please call 514-595-9110 extensions 400. That day, make sure to bring along the following documents:

- A copy of the contract that you signed with the driving school;
- A copy of both sides of your learner's licence. *If you have not got any yet, a copy of you Medical Insurance Card will do;*
- Any proof of payment you made to the driving school: i.e. cash withdrawals receipts, credit card statements, cheques copies, receipts, etc.;
- Student's follow-up sheet.  
*Please note that if you disagree with what was written down on this sheet, you should add to the following document a letter listing the different modules as well as the various in-car practices that you think to have followed or completed. Try to describe precisely the differences between them so that the AQTr can consider your point of view and assess the situation;*
- The sworn statement which you signed in front of a sworn assessor or can be signed in our office.

Regarding the sworn statement;

- First, fill in the document completing all the required information (*but without signing nor dating it*);
- Then, go to any town hall or to any lawyers' office with the fully filled in document, where you will therefore sign and date the document in the presence of the attorney or a sworn assessor. You will still be able to do this free of charge at our office.

**2. The refund process will take place in accordance with these 3 steps :**

- The AQTr sends a final demand to the driving school to pay for the amount of money that is due. If the school answers our request, the AQTr will provide you with the refund that you are granted.

## Students' services

- Indeed, if the AQTr's demand is rejected, the AQTr will send a collective indemnity request to the Insurance Company of the driving school (see copy of the Security contract). Although this contract is expiring on the **15 of April 2016**, the insurance company informed us that it would actually end sooner than that; more precisely 3 months after the annulment of the bound, thus on the **12 of May 2016**. This means that the AQTr needs to send all the reimbursement demands at least on the 12<sup>th</sup> of May 2017 to the security company. Therefore, although you could submit your request until the **12<sup>th</sup> of May 2017** to the AQTr, you should do this as soon as possible. Afterwards, once the AQTr receives the security from the Insurance Company, she will send you a reimbursement cheque. However, keep in mind that due to the various delays described above, it could be possible that no cheque would be issued before the 1<sup>st</sup> of September 2017. Also, be aware that you could be granted a lesser amount of money than submitted.
- If by any chance, you are not provided with any refund, neither by the driving school nor by its insurance company, by the end of this process, you should ask for legal aid to the Small Claims Division Court of Quebec.

You will find all the useful information that you need at:

<http://www.justice.gouv.qc.ca/english/publications/generale/creance-a.htm>

On this website, you will also be able to access simplified documents to make a request for Small Claims.

2

You might as well seek help to the Court in Quebec in person or by phone:

Court of Quebec  
Louis-Philippe-Pigeon building  
1200, route de l'Église  
Quebec (Quebec) G1V 4M1  
Phone number: 418-643-5140  
Free of charge number: 1-866-536-5140  
E-mail: [informations@justice.gouv.qc.ca](mailto:informations@justice.gouv.qc.ca)

**Important:** *this information does not constitute a legal notice. If you wish to seek legal advice in this process, you should get in touch with a legal expert.*

## Students' services

### **3. Steps to follow to resume your driving course in any other certified driving school**

To follow up your training in any other AQTr certified driving school, you would need to show the certificate (also commonly known as “attestation”) illustrating the various theory modules and/or in-car sessions that you have already taken at your previous school.

If you have not received the attestation yet and that you were part of a school that was suspended, revoked or closed, you will receive one from the AQTr.

Make an appointment with one of the AQTr's representative in order to start the process. Please call 514-595-9110 extension 400 (reception) and then come to this address: 6666, rue Saint-Urbain (bureau 470), Montréal (Québec), H2S 3H1. That day, make sure to bring all the documents mentioned on page 1.

What should you do after receiving the certificate?

- Go online and have a look at the list of the AQTr certified driving school located in your area : [www.aqtr.com](http://www.aqtr.com)
- Go and enrol at a new driving school with the attestation from the AQTr. This paper will allow you to resume your course, since the driving school will be able to check exactly which theory or practical classes you still have to attend;
- Once you have succeeded the whole driving training, you will get another attestation from this driving school;
- **Remember to bring along both attestations** (i.e. the one from the AQTr and the one from the 2<sup>nd</sup> driving school) when you go to the SAAQ to take the final road test. Also, have at hand the letter for the RSEP form the AQTr.

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## Déclaration sous serment / Sworn Statement

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Je soussigné(e)/I, the undersigned, \_\_\_\_\_  
(Prénom / First name) (Nom / Last name)

Résident(e) et domicilié(e) au /  
Living and domiciled in \_\_\_\_\_  
(Adresse / Address)

À/in \_\_\_\_\_  
(Ville / City) (Code postal / Zip code)

\_\_\_\_\_  
(Téléphone / Phone number) (Courriel / Email address)

Déclare m'être inscrit(e) le (date  
d'inscription) / I confirm my  
my enrolment on \_\_\_\_\_  
(Registration date) (JJ/MM/AA – DD/MM/YY)

À l'école de conduite (nom) /  
At the driving school (name) \_\_\_\_\_

Située au / Located at \_\_\_\_\_  
(Adresse / Address)

À / in \_\_\_\_\_  
(Ville / City) (Code postal/ Zip code)

À cette école, j'ai suivi / At this school, I attended \_\_\_\_\_ (nombre/amount) modules  
théoriques / theoretical modules et/and \_\_\_\_\_ (nombre/amount) sorties sur route / on-  
the-road sessions.

J'ai payé la somme totale de / I paid the total amount of: \_\_\_\_\_ \$.

J'ai payé le carnet d'accès à la route / I paid the Road Access Binder fees: \_\_\_\_\_ \$.  
 Inclus dans le prix total     Carnet vierge emprunté     Autre : \_\_\_\_\_  
/ Included in the total price    / Borrowed Road Access Binder    / Other

Les faits allégués dans le présent document sont véridiques à ma connaissance personnelle, et  
j'ai signé / I certify that to the best of my knowledge the information written down on the present  
document is true and I signed:

\_\_\_\_\_  
Signature de l'élève / Student's signature

\_\_\_\_\_  
Date (JJ/MM/AA – DD/MM/YY)

### ASSERMENTÉ DEVANT MOI / SWORN IN MY PRESENCE

À / in \_\_\_\_\_ ce / on \_\_\_\_\_

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Commissaire à l'assermentation  
/ Commissioner for Oaths

Pour le district de / for the district of



La Compagnie d'assurances Jevco  
5250, boul. Décarie, bureau 100 Montréal (Québec) H3X 2H9  
Tél : (514) 284-8350 ou 1 (800) 361-8500 • Téléc : (514) 289-1955

Annexe 7

CAUTIONNEMENT PAR POLICE INDIVIDUELLE DE GARANTIE  
ÉCOLE DE CONDUITE

Numéro du cautionnement : 5576485

Montant : 50 000,00 \$

Période: ~~15 AVRIL 2012~~ au ~~15 AVRIL 2012~~

Nous, **ABU ALEENEIN, NASR F.A.S. NASR DRIVING SCHOOL**

(Nom de l'école de conduite)

**9825, boul. de l'Acadie, suite 103, Montréal (QC) H4N 2W2**

(adresse de l'école de conduite)

ci-après appelé Débiteur principal et **LA COMPAGNIE D'ASSURANCE JEVCO**, ci-après appelée la Caution, sommes obligés solidairement envers l'**Association Québécoise du Transport et des Routes**, ci-après appelé Bénéficiaire, pour la somme de **CINQUANTE-MILLE** dollars (**50 000,00 \$**) monnaie légale du Canada, au paiement de laquelle nous nous engageons solidairement par les présentes envers le Bénéficiaire, ainsi que nos héritiers, nos exécuteurs, nos administrateurs, nos successeurs et nos représentants légaux respectifs.

ATTENDU QUE le Débiteur principal exploite ou entend exploiter une école de conduite et a obtenu une accréditation à cet effet;

ATTENDU QUE l'exercice de ce commerce oblige, suivant le document intitulé *Exigences détaillées relatives à la reconnaissance des écoles de conduite par les organismes accréditeurs habilités par la Société de l'Assurance automobile du Québec*, le Débiteur principal à fournir un cautionnement dans le but d'indemniser les élèves en cas de fraude, faillite ou insolvabilité de l'école de conduite, qui n'ont pas été remboursés des sommes versées par eux, à titre d'acompte ou de versement en vertu du contrat avec l'école de conduite, pour toute séance théorique et/ou pratique non reçue dans le cadre d'un cours de conduite;

IL EST ENTENDU ET CONVENU QUE le présent cautionnement est valide pour toute la durée de l'entente (un an minimum) et que la Caution ne peut y mettre fin que moyennant un avis écrit d'au moins trois mois à l'**Association Québécoise du Transport et des Routes**;

IL EST ENTENDU ET CONVENU QUE la Caution s'engage solidairement avec le Débiteur principal à payer d'abord le capital, les intérêts et les frais accordés par tout jugement final prononcé contre le débiteur principal, son représentant, le syndic ou la caution, ou constatés dans une entente ou transaction intervenue entre un élève, d'une part, et le débiteur principal, son membre, son administrateur, son formateur, son préposé, son représentant, le syndic ou la caution, d'autre part, et mettant fin à un litige en vertu d'un contrat visé par le cautionnement.

IL EST ENTENDU ET CONVENU QUE la responsabilité totale de la Caution en vertu du présent cautionnement ou de tout renouvellement de celui-ci est limitée à la somme mentionnée ci-dessus ou à toute autre somme qui y sera substituée au moyen d'un avenant ou d'un certificat de prolongation;

IL EST ENTENDU ET CONVENU QUE malgré l'expiration du présent cautionnement, la Caution demeurera obligée en vertu du présent cautionnement à la condition qu'une réclamation en découlant soit faite dans le délai d'un an suivant l'expiration de ce cautionnement et que l'acte ou l'omission qui est à l'origine de cette réclamation se soit produit à un moment où le présent cautionnement était en vigueur;

IL EST ENTENDU ET CONVENU QUE si l'école cesse ses activités le cautionnement sera retenu tant que l'école n'aura pas fourni la preuve à l'**Association Québécoise du Transport et des Routes** que tous les remboursements dus aux élèves ont été effectués;

IL EST ENTENDU ET CONVENU QUE si le montant du cautionnement est inférieur au montant total des réclamations, le cautionnement sera réparti au prorata des créances respectives;

EN FOI DE QUOI le Débiteur principal a signé les présentes et la Caution y a apposé son sceau corporatif dûment reconnu par la signature de ses officiers accrédités les jours et an ci-dessous mentionnés;

Signé et daté ce 29<sup>e</sup> jour de mars 2012.

**ABU ALEENEIN, NASR F.A.S. NASR DRIVING SCHOOL**

Débitéur principal

**LA COMPAGNIE D'ASSURANCES JEVCO**

Dai Bang Truong, Représentant autorisé

Témoin

Témoin - Yen Vo



Conditions particulières  
Declarations

POLICEN<sup>o</sup>/POLICY NO:

797-4932 REMPLACE JEV 5576485

CAUTIONNEMENT

ASSURÉ / INSURED

NASR DRIVING SCHOOL INC.  
9825, BOUL. DE L'ACADIE, BUR 103  
MONTREAL  
QUEBEC  
H4N 2W2

COURTIER / BROKER

DURÉE DU CONTRAT

TRANSACTION / TRANSACTION

DATE D'EFFET

DU CHANGEMENT

À 0 h 01, le jour, le mois et l'année indiqués aux présentes.

Jour Mois An Jour Mois An

15 04 2015 15 04 2016

CERTIFICAT DE CONTINUATION A1

Jour Mois An

Day Month Year

12 01 AM standard time at the date stated herein.

EFFETIVE DATE

OF MODIFICATION

LA PRÉSENTE ASSURANCE EST CONSENTIE SUR LA  
BASE DES DÉCLARATIONS CONSIGNÉES AUX  
CONDITIONS PARTICULIÈRES ET MOYENNANT LE  
PAIEMENT DE LA PRIME.

IN CONSIDERATION OF THE PREMIUM STATED, THE  
INSURER WILL INDEMNIFY THE INJURED IN ACCOR-  
DANCE WITH THE TERMS AND CONDITIONS OF  
THE POLICY.

ACTIVITES:  
ECOLE DE CONDUITE

----- DETAIL DES GARANTIES -----

NO	DESCRIPTION	FORMULAIRE	MONTANT	PRIME
50	CAUTIONNEMENT DE L'EXPLOITANT D'UNE ECOLE DE CONDUITE	289.5-1	50 000	

BENEFICIAIRE:  
ASSOCIATION QUEBECOISE DES TRANSPORTS

FAIT LE 08-01-2015 SEQ. 00