To keep costs as low as possible,
please return this manual
to the Exam Station

Driver License Manual

Attention:

*South Dakota law requires all motorists to **stop** when coming from any direction and approaching any stopped authorized emergency vehicle making use of **red** visual signals. The law requires you to move over and slow down when passing any vehicle displaying amber or yellow flashing lights.*

*When motorists traveling on South Dakota interstates or other highways with two or more lanes traveling in the same direction as an authorized emergency vehicle approach an emergency vehicle with **amber** lights on, they must merge into the lane farthest from the vehicle and proceed with caution, unless otherwise directed.*

On two lane highways, motorists must slow to a speed that is at least twenty miles per hour less than the posted speed limit or five miles per hour when the speed limit is posted at twenty miles per hour or less and proceed with caution, unless otherwise directed.

Emergency vehicles include, but are not limited to, law enforcement vehicles, ambulances and fire department vehicles.

A violation of this law is a class 2 misdemeanor which is punishable by a fine of $200 and/or 60 days in jail.

South Dakota Codified Law 32-31-6.1

TABLE OF CONTENTS

THE DRIVER LICENSE..... i
Documents Required.....i
Selective Service.....iii
Types of Licenses.....iv
Examinations.....vii
Restrictions.....viii
Organ and Tissue Donation.....ix
Driver License Renewal.....x
Revocation and Suspension of License.....xi
Restricted Minor's Permit.....xi
Vehicle Registration and Title.....xi
South Dakota Point System.....xii
Before You Driver.....xiii
Safety Belts and Child Restraints.....xv

RULES OF THE ROAD 1

Traffic Control Devices 1
Traffic Signals.....1
Traffic Signs.....1
Pavement Markings.....7
Other Lane Controls 8
General Rules 9
Right-of-Way 10
Parking.....11

SAFE DRIVING TIPS.....13

Basic Driving 13
Starting 13
Accelerating 13
Steering.....13
Controlling Speed 13
Stopping.....13
Seeing Well.....14
Scanning.....14
Look Ahead 14
Look to the Sides.....15
Look Behind 15
Using Your Lights 17
Communicating 17
Letting Others Know You Are There 17
Letting Others Know What You Are Doing.....20
Adjusting Speed.....21
Adjusting To Road Conditions 21
Curves 21
Slippery Roads.....21

Water On Roadway 22
Adjusting To Traffic 22
Keep Pace 22
Entering Into Traffic 22
Leaving Traffic 23
Slow Moving Traffic 23
Trouble Spots 23
Interstate Highway Driving 23
Entering the Interstate 23
Proper Driving Techniques on the Interstate 24
How Well Can You See? 24
Sight-Distance Rule 25
Sharing Space 26
Space Ahead 26
Space Behind 27
Space to the Side 27
Space to Merge 28
Space to Cross or Enter 28
Space to Pass 29
Space for Special Situations 30
Separate Risks 30
Compromise Space 30

SHARING THE ROAD WITH LARGE TRUCKS AND BUSES 31

Points to Remember 31
Backing Up 31
Passing 31
Rear Blind Spots 32
Side Blind Spots 32
Wide Turns 32
Merging 32
Runaway Truck Ramps 32
Construction Areas 32
Bus Related Issues 32

BE IN SHAPE TO DRIVE 33

Vision and Hearing 33
Vision 33
Hearing 34
Fatigue 34
Health 34
Emotions 34
Drinking and Driving 35
Why Is Drinking and Driving So Dangerous? 35
If You Drink, When Can You Drive? 36
Effects of Body Weight 37
Effects on Decision Making 38
Alcohol and the Law 39

Other Drugs and Driving 39

EMERGENCIES 41

Vehicle Emergencies 41
Brake Failure 41
Tire Blowout 41
Power Failure 41
Headlight Failure 41
Gas Pedal Sticks 42
Avoiding Collisions 42
With Antilock Braking System 42
Without Antilock Braking System 42
Dealing With Skids 43
Protect Yourself In Collisions 44
Crashes 44
At The Accident Scene 45
If Someone Is Injured 45
Report The Accident 45
Damaging Unattended Vehicles 45

EXAM STATIONS SCHEDULE 46

This manual gives you information on safe driving rules and practices to help you become a safe driver. Be sure to read the manual carefully. Unless you know the information contained in this manual, you cannot pass the knowledge test.

If you want a license to drive a commercial motor vehicle, you need to read the Commercial Driver License (CDL) Manual. If you want a license to drive a motorcycle, you need to read the Motorcycle Manual.

The Driver License

Anyone who operates a motor vehicle or motor-driven cycle on public roadways in South Dakota is required to have a driver license. If you have a valid out of state non-commercial license, you are required to apply for a South Dakota driver license within 90 days of establishing residency in South Dakota. If you are a commercial driver license holder, you must apply for a South Dakota license within 30 days of establishing residency in South Dakota. South Dakota law states that every licensee shall have their driver license in their immediate possession at all times when operating a motor vehicle.

The following people can drive on a valid operator license from their home state, so long as they are at least 16 years old.

Military- Members of the Armed Forces on active duty or members of foreign military on temporary duty with the Armed Forces, as well as their spouse and children.

Student- Students who are here to further their education and who are considered a non-resident for tuition purposes.

You may obtain a driver license if you:

- Are at least 14 years of age,
- Provide the required documents (see page 2)
- Have parental/guardian consent if under age 18 for every application completed.
- Pass needed driver license test(s).
- Turn in all existing driver license(s) or identification card(s).
- Do not currently have suspended, revoked, or denied driving privileges in South Dakota or any other state.
- Are not in this country illegally.
- Have not been found by a court to be mentally incompetent, alcoholic, or a habitual user of illegal drugs.
- Have no unpaid fines for moving traffic violations.
- Are from a foreign country and can show U.S. Citizenship and Immigration Services documents with date of legal presence in the United States.

DOCUMENT REQUIREMENTS (photo copies are not acceptable)
Every time you apply for a driver license/identification card an application and documents are required.

Renewal of a driver license or ID card (must have a star in upper right corner):

1. South Dakota driver license or ID card (with star in upper right corner)
2. Two documents proving your residential address (must be less than one year old)
3. Non-US citizens and transfers from other states must provide proof of lawful status in the U.S. (such as U.S. certified birth certificate, U.S. passport/passport card, certificate of citizenship/naturalization, permanent resident card, employment authorization card, or foreign passport with visa/I-94)
4. If your name has changed you will need to provide proof of the name change (marriage certificate, divorce decree, or court order)

For information about online renewal (available every other renewal period) go to www.dps.sd.gov.

Replacement of a South Dakota driver license or ID card (had a star in upper right corner):

1. U.S. certified birth certificate, valid U.S. passport/passport card, certificate of citizenship/naturalization, valid permanent resident card, valid employment authorization document, or foreign passport with U.S. visa/I-94
2. Second document proving identity (such as social security card, W-2 form, military ID, tribal ID, or other document approved by examiner)
3. Two documents proving your residential address (must be less than one year old)
4. If your name has changed you will need to provide proof of the name change (marriage certificate, divorce decree, or court order)

To request a duplicate online (once per renewal period) go to www.dps.sd.gov.

New South Dakota driver license or ID card (includes transfer from another state*)

1. **One document proving your date of birth, identity and lawful status or presence. If possible, select a document that has your current full legal name to avoid documenting any name change.**

- Valid, unexpired U.S. passport or U.S. passport card
- Certified copy of a birth certificate issued by a state of the United States. It must be a certified copy and have the stamp or raised seal of the issuing authority. A hospital-issued certificate is not acceptable
- Applicants from U.S. Territories are required to supply a U.S. Passport or U.S. Passport Card
- Consular Report of Birth Abroad issued by the U.S. Department of State (Form FS-240, DS-1350 or FS-545)
- Certificate of Naturalization (Form N-550, N-570 or N-578)
- Certificate of Citizenship (Form N-560, N-561 or N-645)
- Unexpired Permanent Resident Card (Form I-551)
- Unexpired Employment Authorization Document (Form I-766)
- Record of Arrival and Departure (I-94) with attached photo and stamped "Temporary Proof of Lawful Permanent Resident"
- Record of Arrival and Departure (I-94) stamped "Refugee," "Parolee" or "Asylee"
- Unexpired foreign passport accompanied by the approved I-94 documenting applicant's most recent admittance into the United States
- Valid foreign passport stamped "Processed for I-551"
- Permit to Reenter the United States (I-327)
- Refugee Travel Document (I-571)

2. **Check your name.** Is your current full legal name different from the name listed on the identity document you are providing in step 1? Were you previously issued a South Dakota driver license or ID card with a name different from that listed on the identity document in step 1? **If you answered yes to one or both of the questions above, you must document your name change. If not, go to step 3.**

   To document your name change, bring documents that connect the name on the identity document you selected to your current full legal name. Select the documents you will use (this can be more than one if needed to connect the name listed on your identity document to your current name).

   - Certified marriage certificate
   - Court order under petition for name change
   - Court order for name change in a divorce decree or decree of annulment
   - Court order for name change in a decree of adoption

   Any marriage certificate must be issued by the state office of vital statistics or equivalent agency in your state or country of marriage. It must be a certified copy and have the stamp or raised seal of the issuing authority. A church, chapel or similarly issued certificate is not acceptable.

   Any court order must contain your prior full legal name, your court-ordered full legal name and your date of birth; and be stamped with the official court seal (date stamps and file stamps are not the official court seal).

3. **Document your Social Security number (SSN). Select one document you will use that contains your current name and SSN.**

- Social Security card
- W-2 form
- Social Security Administration 1099 form
- Non-Social Security Administration 1099 form
- Pay stub or statement with your name and full Social Security number on it
- I am a temporary foreign national not authorized for employment. (You do not have to document a SSN, but South Dakota will verify your USCIS number. Make sure you are not authorized for employment. If you are eligible for employment but do not have a SSN, you are required to obtain and present one.

4. **Two documents proving your residential address (less than one year old).** A parent's proof of address is acceptable for a minor child (the parent's name who is accompanying the minor must be on the address documents)

- Utility bill
- Pay stub or earnings statement
- Rent receipt
- Phone bill
- Transcript or report card from accredited school
- Bank statement
- Mortgage document
- Tax document
- Homeowners/renter's insurance policy
- Other items with your address can be reviewed by the examiner

Mail with post office box addresses are acceptable in areas not assigned a street or 911 address

People Who Travel Full Time
If you are using a South Dakota mail forwarding address, you will need to complete the Residency Affidavit. You will also need to provide a receipt from a South Dakota hotel/motel, campground or RV park to prove one night of stay within the last year and ONE DOCUMENT no more than ONE year old proving your personal mailbox (PMB) service address (receipt from the PMB business or a piece of mail with your PMB address on it). If you have friends or family in South Dakota and plan to use their address, you can complete and follow the instructions on the Consent for Use of Address form. You can find these forms at the following link: http://dps.sd.gov/licensing/driver_licensing/applications_forms.aspx

Veterans
Veterans who have been honorably discharged from the military have the option of adding the word "Veteran" to the front of their South Dakota driver license or identification card. In addition to the documents listed above, they will need to present one of the following:

- DD-214 form which shows their honorable discharge status from active duty
- Present a certificate signed by a county or tribal veteran's service officer verifying their status
- DD Form 2 (Retired)
- DD Form 2A (Reserve Retired)

Note to current or new CDL applicants: If you are required to carry a medical examiners certificate (aka DOT medical card) you must show a valid card at the driver exam station.

If you are unable to obtain any of the required documents please contact our office to see if exceptions are available.

Selective Service Requirements

Registering with the Selective Service is required for young men to stay eligible for Federal Student Aid, Job Training, and Government Jobs. Any male applicant aged 18 to 25 must submit on his driver license application that he has registered with the Selective Service, or that he is authorizing the Department of Public Safety to forward to the Selective Service the personal information necessary to register. For more information regarding Selective Service Registration, contact Selective Service at 1-888-655-1825.

Fees (subject to change)

Cash, check, money order, credit, checking or debit cards are accepted.

Regular Driver License or Instruction Permit (new, renewal or transfer from out-of-state)	$28.00
Identification Card (new, renewal or transfer from out-of-state)	$28.00
Amended/Replacement Driver License or Identification Card	$15.00
Motorcycle Instruction Permit (if you already have a valid driver license)	$15.00
Motorcycle Instruction Permit (new license or are within renewal period)	$28.00
Conversion of valid motorcycle or CDL instruction permit	No charge
Commercial driver license renewal, instruction permit or transfer from out-of-state	$33.00
Commercial driver license endorsement test(s)	$15.00

The fee for a commercial driver license does not include the skill (drive) test. The skill test must be conducted by a third-party tester and the tester may charge up to $90 plus tax for testing.

For testing purposes, the fee allows you three attempts to pass a test within a 6-month period. After 3 attempts, or 6-months, the fee must be paid again.

A proration of fees is given to applicants under 21 years of age who are being issued less than a 5-year license.

Who Can't Get A South Dakota Driver License?

- Persons under 14 years of age.
- Persons who have a license or driving privilege withdrawn in South Dakota or any other State.
- Persons who have accumulated child support arrearages of $1,000 or more. (These people will be issued one 6 month temporary.)
- Persons present illegally in the U.S.
- Persons who have been determined medically or psychologically unfit to drive.

Types of Driver Licenses

Instruction Permit - To obtain an Instruction Permit, you must be at least 14 years of age and pass the vision and knowledge test. The permit is valid for five years or on the same date as the expiration date on the valid documents authorizing the applicant's presence in the United States, whichever occurs first. The cost is $28.00 (subject to change). Minors at least 14 years of age, but less than 18 years of age, must hold the valid permit continuously for 180 days (90 days if successful completion [score of 80% or better on both written and driving portions of driver education] of an approved Department of Education driver education course) prior to upgrade of the permit to a Restricted Minor's Permit or Operator's License.

Restrictions: During the hours of 6 a.m. to 10 p.m. a licensed driver 18 years of age or older with at least one year's driving experience must be present in the seat next to the person holding the Instruction Permit. Between the hours of 10 p.m. and 6 a.m. the permit holder must be accompanied by a parent/legal guardian.

Instruction Permit holders may not use any type of wireless communication device while operating a motor vehicle upon public roadways. A 'wireless communication device' is defined as any wireless electronic communication device that provides for voice or data communication between two or more parties, including a mobile or cellular telephone, text messaging device, a personal digital assistant that sends or receives messages, an audio-video player that sends or receives messages, or a laptop computer.

Restricted Minor's Permit - To obtain a Restricted Minor's Permit, you must be at least 14 years of age, complete the requirements of the Instruction Permit, pass the driving test and not have been convicted of a traffic violation during the past six months prior to obtaining the Restricted Minor's Permit. An individual up to age 18 years of age may hold a Restricted Minor's Permit. The permit is valid for 5 years or until the same date as the expiration date on the valid documents authorizing the applicant's presence in the United States, whichever occurs first.

Restrictions: Entitles the holder, while having the permit in his/her immediate physical possession, to operate a motor vehicle during the hours of 6 a.m. to 10 p.m. if the motor vehicle is being operated with the permission of the minor's parent or legal guardian; and during the hours of 10 p.m. to 6 a.m. if the minor's parent or legal guardian is occupying the seat beside the driver. Upon attaining age 18 the permit converts to an Operator's License.

A Restricted Minor's Permit holders may not use any type of wireless communication device while operating a motor vehicle upon public roadways. A 'wireless communication device' is defined as any wireless electronic communication device that provides for voice or data communication between two or more parties, including a mobile or cellular telephone, and text messaging device, a personal digital assistant that sends or receives messages, an audio-video player that sends or receives messages, or a laptop computer.

Operator's License - To obtain an Operator's License, you must be at least 16 years of age and pass the vision, knowledge, and driving test. If a minor is at least 16 years of age, but under 18 years of age, they must complete the requirements of the Instruction Permit and not have been convicted of a traffic violation during the past six months prior to obtaining the Operator's License. The license is valid for 5 years or until the same date as the expiration date on the valid documents authorizing the applicant's presence in the United States, whichever occurs first. The cost is $28.00.

NOTE: Per South Dakota law, every licensee shall have his/her driver license in his/her immediate possession at all times when operating a motor vehicle and shall display the same upon demand of a judge or court of record, a magistrate, a peace officer, or a field deputy or inspector of the Department of Public Safety.

Motorcycle Instruction Permit - To obtain a Motorcycle Instruction Permit, you must be at least 14 years of age and pass the vision, and knowledge (car/truck and motorcycle) tests. Minors at least 14 years of age, but less than 18 years of age, must hold the valid permit continuously for 180 days (90 days if applicant completes driver education course) prior to upgrade of the permit to a Motorcycle Restricted Minor's Permit or a Motorcycle Operator's License. However, if in addition to the approved driver education course, the person has successfully completed the South Dakota (or another state's) authorized motorcycle safety course, the Motorcycle Instruction Permit only needs to be held for 30 continuous days. The permit is valid for one year or until the same date as the expiration date on the valid documents authorizing the applicant's presence in the United States, whichever occurs first. The cost is $28.00. If less than 18 years of age and the Motorcycle Instruction Permit expires, the minor would be required to obtain another Instruction Permit for the required time.

Restrictions: The Motorcycle Instruction Permit holder may operate a motorcycle during the hours of 6 a.m. to 8 p.m. if accompanied by a licensed motorcycle operator who is at least eighteen years of age, who has a least one year of driving experience and who is driving another motorcycle along with the permit holder. No motorcycle Instruction Permit holder may carry another person on the motorcycle.

Motorcycle Restricted Minor's Permit - To obtain a Motorcycle Restricted Minor's Permit, you must be at least 14 years of age and pass the vision, knowledge (car/truck and motorcycle) tests, and motorcycle drive test, complete the requirements of the Instruction Permit, and have not been convicted of a traffic violation during the past six months prior to obtaining the Motorcycle Restricted Minor's Permit. The permit is valid for 5 years or until the same date as the expiration date on the valid documents authorizing the applicant's presence in the United States, whichever occurs first.

Restrictions: Entitles the holder, while having the permit in his/her immediate possession, to operate a motorcycle during the hours of 6 a.m. to 8 p.m. if the motorcycle is being operated with the permission of the minor's parent or legal guardian.

Motorcycle Operator's License - To obtain a Motorcycle License, you must be at least 16 years of age and pass the vision, knowledge (car/truck and motorcycle) tests, and motorcycle driving test. If a minor is at least 16 years of age, but under 18 years of age, they must complete the requirements of the Instruction Permit and have not been convicted of a traffic violation during the past six months prior to obtaining the Motorcycle Operator's License. The license is valid for 5 years or until the same date as the expiration date on the valid documents authorizing the applicant's presence in the United States, whichever occurs first.

Duplicate License - When a duplicate license is obtained, your license will retain the original license expiration date. To obtain a duplicate license you must provide 2 proofs of identification as well as 2 proofs of residential address. Our examiners may question any documents and request additional information for verification of identity.

Moped Operators - You must be in possession of a valid Operator's License.

Identification Card - To obtain an Identification Card, you must provide the required documents listed at the beginning of this manual. There is no age requirement. The card is valid for 5 years or until the same date as the expiration date on the valid documents authorizing the applicant's presence in the United States, whichever occurs first. If you are not a United States citizen, you will be required to present a U.S. Citizenship and Immigration Services record authorizing your legal presence in the United States. Our examiners have the right to question any documents and request additional information for verification of identity prior to issuance of the identification card.

Note to all applicants:
Any driver license or non-driver identification card issued to any individual under 21 years of age with five years or less remaining until the applicant's 21st birthday will expire 30 days after the individual's 21st birthday.

Class [A] License-Combination Vehicles - Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 or more pounds falls in Group A, providing the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds. Most Class A vehicles are trucks such as tractor-trailer or truck and trailer combinations. Driving a Class A vehicle requires considerably more skill and knowledge than driving vehicles in Classes B and C. Since these skills include those required to drive a B and C (with appropriate endorsements) vehicle, a driver who has a Class A license may also drive vehicles in Classes B and C.

Class [B] License-Heavy Straight Vehicles - Any single vehicle with a GVWR of 26,001 or more pounds falls in Group B, or any such vehicle towing another vehicle towing another vehicle not in excess of 10,000 pounds GVWR. Class B includes straight trucks and large buses. Safely driving these heavy vehicles requires considerably more knowledge and skill than driving the small trucks and buses found in Class C. Since they include the skills required to drive Class C (with appropriate endorsements) vehicles, drivers who have qualified for a Class B license may also drive vehicles in Class C.

Class [C] License-Small Vehicles - Any single vehicle with a GVWR less than 26,001 pounds falls in Group C, or any such vehicle towing another vehicle not in excess of 10,000 pounds GVWR. However, vehicles of this size are included in the Commercial Driver License (CDL) program only if they are: 1) Designed to carry 16 or more passengers including the driver, or 2) Used to transport hazardous materials in quantities requiring placarding under the Hazardous Materials Regulations (49 CFR Part 172, Subpart F).

There are a great variety of vehicles in Class C. Some other large Class C vehicles may require more skill and knowledge to operate than do the smaller ones. However, the licensing category is based principally on the type of cargo carried. Because of the seriousness of an accident involving hazardous material or human passengers, the safe operation of even the smaller vehicles in Class C requires special knowledge and the drivers of the vehicles must have a CDL.

All commercial drivers who drive certain types of vehicles or haul certain types of cargo must add endorsements to their CDL licenses to show that they have the specialized knowledge required, depending on the vehicle or type of cargo.

Double and Triple Trailers [T] - Many drivers who are qualified to drive Class A vehicles may wish to pull double or triple trailers. Research shows that considerable additional knowledge and skill is necessary to safely pull double and triple trailers in various traffic conditions and driving environments. Consequently, adding the endorsement to the licenses of Class A drivers is necessary if they wish to pull double or triple trailers. A special knowledge examination on the problems associated with pulling multiple trailers must be passed.

Tank Vehicle [N] - Drivers of vehicles that are used to haul liquids or gaseous materials in permanent tanks or in portable tanks having a rating capacity of 1,000 gallons or more must have specialized knowledge and skills to drive safely. Liquids in bulk cause driving control problems because the cargo is heavy, may shift, and has a high center of gravity. These drivers must add an endorsement to their license showing they have passed a special knowledge examination on the problems posed by large volume liquid cargos.

Passengers [P] - Any driver who wishes to drive a vehicle having a design capacity to carry 16 or more passengers, including the driver, must add a passenger endorsement to their CDL. They must pass a special knowledge examination on safety considerations when transporting passengers and must pass the skills test in a passenger vehicle. The endorsement applies to applicants who wish to drive a bus in any class (B or C).

School Bus[S] - Any driver who wishes to drive a school bus with the intent to carry students to and from school or in connection with school activities must have a passenger school bus endorsement. They must pass a special knowledge examination and skill test.

Hazardous Materials [H]- Any driver, regardless of the class of their vehicle (A, B, or C), who wishes to haul hazardous materials or waste in amounts requiring placards must add a hazardous materials endorsement to their CDL. They must pass a special written examination on how to recognize, handle, and transport hazardous materials. Applicants must also pass a security threat assessment (background check) by the U.S. Transportation Security Administration.

Combination Hazardous Materials and Tank Vehicle [X] – Drivers who haul hazardous materials or hazardous waste in a tank vehicle must add an X endorsement to their CDL, showing that they have passed the special knowledge examinations for both tank vehicles and hazardous materials.

Air Brakes Restriction – Most drivers of heavy commercial vehicles drive trucks or buses equipped with air brakes. Therefore, part of the examination process covers the operation and critical aspects of air brake systems. Many Class A and B vehicles have air brakes. Some Class C vehicles also have air brakes. If a driver cannot pass the Air Brakes knowledge test, or if the driver does not successfully complete the CDL skills test in a vehicle equipped with air brakes, a restriction must be placed on the applicant's CDL showing that they are not qualified to drive a vehicle with air brakes.

Examinations

Cooperation with Examiner

- **The applicant must cooperate fully with the examiner and follow instructions.**
- **License applicants must furnish their own vehicle (safe) for the on-the-road test.**
- **Pets or passengers will not be allowed in the vehicle during the on-the-road test.**
- **It is recommended that children or pets not be brought to the exam station. Children and pets are not permitted in the testing area or on drive test.**

Examination Procedures

You may apply for a South Dakota operator license at any exam station within the state. Licenses may be renewed 180 days prior to their expiration date unless the applicant is turning 21 years of age upon renewal. Licenses expiring 30 days after licensee's 21st birthday may only be renewed within the 30 days immediately following the birth date.

For other Driver License information regarding locations, procedures, testing times & locations, handicap assistance, and other issues call 1-605-773-6883; or you may visit the South Dakota web site at www.dps.sd.gov.

When applying for your South Dakota Driver License all South Dakota or out-of-state driver license(s) and/or identification card(s) must be surrendered at the time of application. If you are currently holding a valid out-of-state driver license, no testing will be required for the transfer of that license except if you have a hazardous materials endorsement. Previous states will be notified and your credential(s) from that state will be invalid.

Note: According to State law, examiners are prohibited from issuing a driver license to anyone who is physically incapable to drive. If an applicant appears to be physically impaired the examiner may require them to test.

1. **Photo:**
   Your photograph will be taken prior to completing any testing.

2. **Vision Test:**
   If you wear glasses or contact lenses while taking the vision test, you will be required to wear them whenever driving. If you do not pass the vision test, you must present a statement from an Optometrist or Ophthalmologist certifying that you possess the visual ability to drive safely before continuing the examination process.

3. **Knowledge Test:**
   You will be required to pass a test covering the rules of the road and safe driving practices. Those wishing to obtain a motorcycle or commercial drivers license should also obtain those operator manuals from any South Dakota Driver Licensing Office (the manuals are also available on the department's website at www.dps.sd.gov).

4. **Driving Test:**
   This test will provide you opportunity to demonstrate your ability to safely operate a motor vehicle. The driving test consists of normal driving tasks. You will not be asked to do anything against the law.

As of the date this manual was printed, drive tests in *Aberdeen, Brookings, Elk Point, Huron, Madison, Milbank, Mitchell, North Sioux City, Parker, Rapid City, Sioux Falls, Sisseton, Vermillion, Watertown, Webster, and Yankton* must be scheduled. You may schedule a drive test online at www.dps.sd.gov or by phone at 1-605-773-6883.

Unsuccessful Examinations

If you fail any of the tests, you may not re-test before the next working day. You may wait longer if you want more time to study the manual or to practice driving. You are allowed 3 opportunities to test for each fee paid within a 6-month period. After 3 failures in a 6-month period, the fee will need to be repaid.

Restrictions Placed On License

An operator license may be issued subject to certain restrictions. For example, a person who cannot see clearly with their right or left eye will be restricted to driving a vehicle with a left outside rearview mirror.

SD License Restrictions

	Prior to July 1, 2015	Now	
			Commercial Learner's Permit Restrictions
		P	No passengers in a CMV
		X	No cargo in a tank CMV
			Commercial Driver License Restrictions
	B	L	No air brakes
	J	M	No Class A passenger vehicle
	K	N	No Class A or B passenger vehicle
	W	W	Seasonal CDL
	V	V	Medical variance
		E	Automatic transmission (new for CMV)
		K	Intrastate only
		O	No tractor-trailer CMV
		Z	No full air brake (air over hydraulic brakes)
			Driver License Restrictions
	O	B	Corrective lenses
	R	R	Restricted permit (6AM-10PM)
	G	G	No night driving
	F	F	Left outside rearview mirror
	Q	I	No driving outside of town
	E	A	Automatic transmission (Non-Commercial)
	X	Y	50 mile radius of residence
	Z	C	Special equipped vehicle

License Options:

If you choose yes for any of these options listed below, it will be identified on the license.

Living Will: You have the option of checking the South Dakota Driver License application "yes" or "no", if you have a living will governing the withholding or withdrawal of life-sustaining treatment.

Durable Power of Attorney: You may indicate on the South Dakota Driver License application if you have "Durable Power of Attorney" that designates the withholding or withdrawal of life-sustaining treatment.

Veteran: If you are an honorably discharged veteran and wish this to be designated on your driver license or ID card, you may indicate this on the application form. To have this designation placed on your license or ID card, you must present either a U.S. Military DD-214 form (Certificate of Release or Discharge from Active Duty), DD form 2 (retired), DD for 2A (reserved retired), or a certificate signed by your local Veteran Service Officer.

Organ and Tissue Donation

Organ, tissue, and eye transplantation are successful, routine procedures that save or improve the lives of thousands of people each year. Unfortunately, there are many more people waiting for transplants than there are organs and tissues available. The cure to this crisis is an increase commitment to donation. One organ and tissue donor can save or improve the lives of up to 60 people.

Organs and tissues that can be donated include heart, lungs, liver, kidneys, pancreas, intestines, corneas, skin, heart valves, bone, and connective tissue.

Once a donor is identified, donation coordinators obtain a medical/social history from the next-of-kin and conduct thorough tests to determine the medical suitability of the organs. Additional tissue testing is conducted in order to place the organs with the most appropriate match.

Recovery of organs and tissue is a surgical procedure. Donors are treated with great care and dignity. The donation process does not preclude an open casket funeral.

All costs related to donation are covered by the procurement organization, which passes those costs on to the transplanting facility. No charges related to donation are incurred by the donor or the donor's family.

For more information about donation, please call 1-888-5-DONATE.

In South Dakota when you indicate on your license or identification card that you wish to give the precious gift of life by being an organ and tissue donor, you are relieving your loved ones of the burden of making that decision for you at the time of your death. The issuance of a driver license or identification card with a donor designation completes the donation registration process and is effective unless you request removal of the donor designation.

If you are not planning to apply for a new driver license or non-driver identification card but would like to be designated as an organ donor on your record, you may register online at www.dps.sd.gov/licensing/drive_licensing or you may contact our office at 1-605-773-6883 to obtain the Donor and Tissue Registry Form. Once you've completed the online or paper form, you will be sent an organ donor sticker to affix to your driver license or non-driver identification card.

If at some future time you decide to amend or revoke your gift of life, you may do so by removing the organ donor designation from your driver license or non-driver identification card. For more information regarding amending or revoking you gift of donation, please refer to South Dakota Codified Law Chapter 34-26.

Driver License Renewal

Your driver license is valid for 5 years and will expire on your birthday or 30 days after your birthday if you are turning 21. You may renew the license anytime up to 180 days before it expires (unless you will be turning 21). You will be required to take a vision test. If the driver license you surrender is expired, a knowledge test will also be required. Drivers of foreign countries will be issued a license for the duration of their legal stay based on U.S. Citizenship and Immigration Services documents provided at license issuance, not to exceed 5 years.

SKIP THE TRIP, APPLY ONLINE: Effective July 1, 2014, driver license renewals, duplicates, and the upgrade of a restricted minor's permit may be done online. For more information go to **www.dps.sd.gov/licensing/driver_licensing.**

Keeping Your Driver License

In order to keep your driver license, you must drive safely at all times. You can lose your license for:

- a drug conviction in a vehicle,
- a conviction for driving while intoxicated,
- an alcohol conviction by a minor,
- refusing to be tested for alcohol or drugs if you are asked to do so by a police officer,
- driving during a period of court sentence prohibiting driving,
- driving while license is suspended, canceled, revoked, or denied,
- giving false information when you apply for a driver license or a non-driver identification card,
- failing to settle a financial judgment made against you for damages resulting from a motor vehicle accident,
- attempting to change the information on your license or using someone else's license,
- failing to appear for a re-examination when requested to do so by Driver Licensing,
- using a motor vehicle to commit a felony or causing the death of someone in a motor vehicle accident,
- having too many points on your driving record, as dictated by the current point system,
- failure to maintain proof of insurance on every vehicle owned or operating a vehicle without proof of insurance,
- any conviction of a traffic violation committed prior to the age of 16 by the holder of a restricted permit or learner permit,
- failure to pay a fine resulting from a conviction of a moving violation,
- owing debt to a South Dakota government agency totaling $1,000 or more,
- any convictions for violating the restrictions of the license for a driver under 18 years of age,
- vandalism in a motor vehicle,
- sale/distribution of alcohol to a minor under 21 years of age,
- possession of alcohol by a minor under 21 years of age, or
- eluding law enforcement.

Revocation and Suspension of License

Revocation: the loss of a driver license and/or privilege to drive or apply for a license. The license must be surrendered to the Department or the courts before an eligibility date can be determined. Following revocation, all applicable tests will be required in addition to the application fee and a $50-$200 reinstatement fee.

Reinstatement From A Revocation:
A person whose license has been revoked, suspended or disqualified is required by law to pay a license reinstatement fee of $50-$200 in addition to the application fee when he/she is eligible to apply for a license. Vision and knowledge tests will be required following a revocation; and in certain instances, the driving test will also be required.

Reinstatement fees are as follows (Must apply in Person):
First DWI - $75; second DWI - $125; third and subsequent DWIs - $175; 2nd reckless driving conviction in one year - $100; eluding a police officer - $100; vehicular battery - $200; vehicular homicide - $200; all others types of revocations - $50

Suspension: the loss of a driver license and/or privilege to drive or apply for a license. The license must be surrendered to the Department or the courts before an eligibility date can be determined.

Reinstatement From A Suspension:
Following suspension, no testing will be required unless the license has expired. An application fee and a $50 reinstatement fee will be required.
Effective July 1st, 2017: applicants may reinstate from a suspension online at DPS.SD.GOV.

Restricted Driver License
Under certain circumstances, a driver whose license is under suspension or revocation may be issued a restricted driver license enabling them to drive under certain restrictions imposed by the Department. These restrictions will be noted on the driver license.

Restricted Minor's Permit
If the Department receives record of a conviction for a traffic violation or a violation of the restricted permit for a minor under 16 years of age, the driving privileges shall be suspended for a period of thirty days or as otherwise required by law. A second conviction shall result in suspension of the driving privilege until the permit holder's sixteenth birthday, or for 90 days, whichever is longer. Receipt of a conviction for a Class 1 Misdemeanor or Felony will result in a suspension of the license until their 16th birthday or as required by law. If the department receives a conviction for a violation of the restrictions of the license for a minor 16 or 17 years of age, the driving privileges shall be suspended for 30 days for each conviction.

A person who has an instruction or restricted permit suspended for a first traffic conviction (or violation of the permit restrictions) need not pay the $50 reinstatement fee and application fee unless the suspension is for a conviction of a moving traffic offense and assessed six or more points.

Vehicle Registration & Titles

All motor vehicles, motorcycles, and trailers owned by South Dakota residents and operated on public highways must be registered with the County Treasurer of the applicants' residence. You have 90 days to register a vehicle brought in from another state. Registration renewals are determined on a staggered registration renewal system based on the first letter in your last name. See chart below:

January	A, B	February	C, D, E	March	F, G, J
May	H, I, O	June	K, L	July	M, N
August	P, Q, R	September	S	November	T, U, V, W, X, Y, Z

A Certificate of Title is required to sell or transfer any vehicle. The Title should be kept in a safe place, not in the vehicle. The registration certificate must be carried in the vehicle at all times.
For further information on Vehicle Registration & Titles, contact the South Dakota Department of Revenue, Division of Motor Vehicles, at 605-773-3541 or http://dor.sd.gov.

Financial Responsibility
Any operator who has had their driver license revoked or suspended following a JUDGMENT (resulting from an uninsured auto accident), a conviction for NO INSURANCE, VEHICULAR HOMICIDE, DWI, or two convictions of RECKLESS DRIVING (within a one year period) must establish proof of financial responsibility for the future before they may drive or re-register any vehicle in this state. Most motorists provide proof of financial responsibility for the future by having their auto insurance company file an SR22 form with the Driver Licensing Program. The SR22 forms must be received at the central office (the driver exam stations are unable to accept SR22 forms).

Are you Insured?
South Dakota state law SDCL 32-35-113 requires the owner of any motor vehicle required to be registered at all times maintain in force one of the following forms of financial responsibility.

1. Owner's policy of liability insurance.

2. The bond of a surety company.

3. Certificate of Deposit or securities in the amount of $50,000 deposited with the State Treasurer.

4. Certificate of Self-Insurance (minimum 26 vehicles).

Written evidence of your financial responsibility must be carried in the vehicle covered and presented to any Law Enforcement Officer upon request. Acceptable written evidence is an insurance policy or identification card identifying the name of the company, policy number, effective date of coverage and the date of expiration, or Certificate of Deposit issued by the State Treasurer or Certificate of Self-Insurance.

Penalty- A conviction for failure to maintain proof of financial responsibility is a Class 2 Misdemeanor (30 days imprisonment in a county jail, or $100 fine or both), driver license suspension for a period of not less than 30 days or more than one year, and filing proof of insurance (SR-22) with the State of SD for 3 years from date of conviction. (Failure to file proof will result in suspension of vehicle registration, license plates, and driver license).

South Dakota Point System

Any operator who accumulates 15 points in any 12 consecutive months, or 22 points in any 24 consecutive months, is subject to Driver License suspension.

When multiple offenses arise out of a single incident, points will be assessed on the offense carrying the highest point value.

No points will be assessed for speeding, standing, parking, equipment, size, or weight violations, including speed limits set by the Department of Transportation for control of size and weight related damage to highways.

Points are assessed on out-of-state convictions just as if committed in South Dakota.

Upon operator's request, a hearing is provided before suspension.

Periods of Suspension:

First Suspension	60 days
Second Suspension	6 months
Subsequent Suspension	1 year

Points are assessed as follows:

Conviction For:	Points
Driving While Intoxicated	10*
Reckless Driving	8
Eluding/Attempting to Elude	6
Drag Racing	6
Failure to Yield Right of Way	4
Improper Passing	4
Driving on the Wrong Side of the Roadway	4
Stop Sign/Light Violation	3
Other Moving Violation	2

*State law required revocation of license for Driving While Intoxicated.

Before You Drive

Your safety and that of the public depends a lot on what you do before driving, including adjusting the seat and mirrors, using safety belts, checking your vehicle, maintaining a clear view and securing items in and on the vehicle.

Trip Planning

There are ways you can help reduce your driving costs. First, determine your overall transportation needs. For each trip, determine if it is necessary. If so, there may be times you do not need to drive yourself. You might ride with someone else or you could take public transportation if it is available.

The best way to prolong the life of your car and save on fuel is to use it as little as possible. Trip planning can make your life easier and help cut down on your driving.

- Take public transportation when it is available.
- Avoid driving during heavy traffic. It causes extra wear and tear on you and the vehicle.
- Use carpools or share rides whenever possible.
- Plan, and then combine your trips. Make a list of the things you need and the places you need to go. Go to as many places as possible on any one trip. Try to reduce the number of places you need to go. This will cut down on the number of trips you need to take.
- Call ahead to make sure that they have what you need or that what you are picking up is ready.

By doing these things you can help cut down on the amount of traffic on the road, cut your travel costs, and save yourself time and effort.

Check the Vehicle
How safely you can drive starts with the vehicle you are driving. It is the duty of drivers to make certain that the vehicles they drive are safe to operate. A vehicle that is in bad shape is unsafe and costs more to run than one that is maintained. It can break down or cause a collision. If a vehicle is in bad shape, you might not be able to get out of an emergency situation. A vehicle in good shape can give you an extra safety margin when you need it, and you never know when you will need it.

You should follow your vehicle owner's manual for routine maintenance. Some you can do yourself and some must be done by a qualified mechanic. A few simple checks will help prevent trouble on the road.

Braking system - Only your brakes can stop your vehicle. It is very dangerous if they are not working properly. If they do not seem to be working properly, are making a lot of noise, smell funny, or the brake pedal goes to the floor, have a mechanic check them.

Lights - Make sure that turn signals, brake lights, taillights and headlights are operating properly.
These should be checked from the outside of the vehicle. Brake lights tell other road users that you are stopping and turn signals tell them you are turning.

An out-of-line headlight can shine where it does not help you and may blind other drivers. If you are having trouble seeing at night or if other drivers are constantly flashing their headlights at you, have a mechanic check the headlights.

Windshield and wipers - Damaged glass can more easily break in a minor collision or when something hits the windshield. Have a damaged windshield replaced.

Windshield wipers keep the rain and snow off the windshield. Some vehicles also have wipers for rear windows and headlights. Make sure all wipers are in good operating condition. If the blades are not clearing water well, replace them.

Tires - Worn or bald tires can increase your stopping distance and make turning more difficult when the road is wet. Unbalanced tires and low pressure cause faster tire wear, reduce fuel economy, and make the vehicle harder to steer and stop. If the vehicle bounces, the steering wheel shakes, or the vehicle pulls to one side, have a mechanic check it.

Worn tires can cause "hydroplaning" and increase the chance of having a flat tire.

Tire Pressure- Prior to entering a vehicle, check tire pressure using the recommended psi (pounds per square inch) located in the vehicle owner's manual or the driver's side door jamb of the vehicle. Use a tire pressure gauge to check your psi. If your psi is above the number listed on your door jamb, let air out until it matches. If below, add air (or have a tire professional help you) until it reaches the proper number.

Check the tread with a penny. Stick the penny into the tread "head" first. If the tread does not come at least to Abe's head, the tire is unsafe and you need to replace it.

Steering system - If the steering is not working properly, it is difficult to control the direction you want to go. If the vehicle is hard to turn or does not turn when the steering wheel is first turned, have the steering checked by a mechanic.

Suspension system - Your suspension helps you control your vehicle and provides a comfortable ride over varying road surfaces. If the vehicle bounces a lot after a bump or a stop, or is hard to control, you may need new shocks or other suspension parts. Have a mechanic check it out.

Exhaust system - The exhaust system helps reduce the noise from the engine, helps cool the hot gases coming from running the engine, and moves these gases to the rear of the vehicle. Gases from a leaky exhaust can cause death inside a vehicle in a very short time. Never run the motor in a closed garage. If you sit in a vehicle with the motor running for a long time, open a window.

Some exhaust leaks are easily heard but many are not. This is why it is important to have the exhaust system checked periodically.

Engine - A poorly running engine may lose power that is needed for normal driving and emergencies, may not start, gets poor fuel economy, pollutes the air, and could die on you when you are on the road, causing you and traffic a problem. Follow the procedures recommended in the owner's manual for maintenance.

Loose objects - Make sure that there are no loose objects in the vehicle that could hit someone in the event of a sudden stop or crash. Make sure there are no objects on the floor that could roll under the brake pedal and prevent you from stopping the vehicle.

Horn - The horn may not seem like it is important for safety; but as a warning device, it could save your life. Only use your horn as a warning to others.

Windshield & Windows
It is important that you are able to see clearly through the windows, windshield, and mirrors. Here are some things you can do to help.

Windshields, side wings or side windows forward of, either side of, or adjacent to the operator's seat, may not be covered with one way glass, adhesive film, or other application that reduces the light transmittance to a level below 35%. No motor vehicle may be equipped with one-way glass, adhesive film, or other glaze in the rear windows that reduces light transmission below 20%, with an enforcement tolerance of 9%.

- Keep the windshield clean. Bright sun or headlights on a dirty windshield make it hard to see. Carry liquid cleaner and a paper or cloth towel so you can clean your windshield whenever it is necessary.
- Keep your window washer bottle full. Use antifreeze wash in areas where the temperature could fall below freezing.
- Keep the inside of your windows clean, especially if anyone has been smoking in the vehicle. Smoking causes a film to build up on the inside glass.
- Clear snow, ice, or frost from all windows before driving. Make sure you clean the front, sides and back.
- Do not hang things form your mirror or clutter up the windshield with decals. They could block your view.
- Keep the headlights, backup, brake, and tail lights clean. Dirt on the lenses can reduce the light by 50%.

Adjust Seat and Mirrors
You should always check your seat and mirrors before you start to drive. Make any adjustments to the seat and mirrors before you drive off.

- Adjust your seat so that you are high enough to clearly see the road. If necessary, use a seat cushion. Do not move the seat so far forward that you cannot easily steer.
- Adjust your rear view mirror and side mirrors. You should be able to see out the back window with the rear view mirror and to the sides with the side mirrors. A good adjustment for the side mirrors is to set them so that when you lean forward slightly, you can see just the side of your vehicle.
- If you have a day/night mirror, make sure it is set for the time of day you are driving.
- Head restraints are designed to prevent whip-lash if you are hit from behind. They should be adjusted so the head restraint contacts the back of your head.

Use Safety Belts and Child Restraints
Before you drive away, always fasten your safety belts and make sure all your passengers are using safety belts or child restraints. Also remember to lock the vehicle's doors.

It is important that you and your passengers use safety belts. Studies have shown that if you are in an accident while using safety belts, your chances of being hurt or killed are greatly reduced. In South Dakota, it is illegal to drive or to be a front-seat passenger without wearing safety belts.

If your vehicle has a two-part safety belt system, be sure to wear both the lap belt and the shoulder belt. Wearing either part alone greatly reduces your protection. If you have an automatic shoulder belt, be sure to buckle your lap belt as well. Otherwise, in a collision you could slide out of the belt and be hurt or killed.

In addition to protecting you from injury as a driver, safety belts help you keep control of the vehicle. If you are struck from the side or make a quick turn, the force could push you sideways. You cannot steer the vehicle if you are not behind the wheel.

Safety belts should be worn even if the vehicle is equipped with air bags. While air bags are good protection against hitting the steering wheel, dashboard, or windshield, they do not protect you if you are hit from the side or rear or if the vehicle rolls over. And, an air bag will not keep you behind the wheel in these situations.

The law requires that all operators, front seat passengers and children under the age of 18 wear appropriate safety restraints while the vehicle is in motion. Small children should be secured in the rear seat. Never secure a child in the front passenger seat, especially if your vehicle has an air bag. If you are in a crash and the bag deploys, your child could be injured. A number of organizations will loan you a child safety device if you are unable to afford one.

What is an infant car carrier?
It's a reclining seat specially engineered to give babies the best possible protection. The child rides facing backwards with its entire head and body cushioned by impact-absorbing materials. The carrier is securely attached to the vehicle's seat by the lap belt, while the built-in harness holds the baby firmly in place. Thousands of parents have found that babies can ride happily and safely in car carriers.

Do not confuse infant car carriers with baby seats. Baby seats may be useful in the house, but are not made to protect a baby in the vehicle and should not be used there.

Use the carrier from birth until your child can sit well alone, at about 9 months of age. Many models can then be converted into upright, forward facing safety seats for toddlers.

- An adult's arms are not safe: Ordinarily, a parent's arms are a very secure place for a child, but this is not so in a vehicle. Even if you are wearing a lap and shoulder belt yourself, the child would be torn from your grasp by the violent forces of a collision. Never put a belt around you and a child on your lap. Your own weight, greatly increased by collision forces would press the belt deeply into the child's body; this could lead to serious or even fatal injuries.

- Beginning with the very first ride–the drive home from the hospital–the baby should be carried in an approved safety restraint.

- As a rule, the back seat is safer than the front, and the center of the vehicle is safer than the sides. But bear in mind that a driver who must turn around frequently to check on children in the back may get into an accident situation. Insist that every passenger buckle up. Apart from the risk of themselves, unrestrained passengers often injure others who are belted in.

South Dakota Codified Laws Chapter 32-37 Child Passenger Restraint System

Section	
32-37-1.	Use of system required-Violations as petty offense.
32-37-1.1.	Operator to assure that passengers between ages five and eighteen wear seat belts.
32-37-1.2.	Certain operators required to wear seat belts.
32-37-1.3.	Passengers between ages fourteen and eighteen required to wear seat belts.
32-37-2.	Exemptions.
32-37-3.	Repealed.
32-37-4.	Violation not considered negligence or assumption of risk-evidence inadmissible.

32-37-1. Use of system required-Violations as petty offense. Any operator of any passenger vehicle transporting a child under five years of age on the streets and highways of this state shall properly secure the child in a child passenger restraint system according to its manufacturer's instructions. The child passenger restraint system shall meet Department of Transportation Motor Vehicle Safety Standard 213 as in effect January 1, 1981. The requirements of this section are met if the child is under five years of age and is at least forty pounds in weight by securing the child in a seat belt. An operator who violates this section commits a petty offense.

32-37-1.2. Certain operators required to wear seat belts. Any operator of any passenger vehicle operated on a public street or highway in this state, who is at least fourteen years of age and under eighteen years of age, shall wear a properly adjusted and fastened safety seat belt system, required to be installed in the passenger vehicle if manufactured pursuant to Federal Motor Vehicle
Safety Standard Number 208 (49 C.F.R. 571.208) in effect January 1, 1989, at all times when the vehicle is in motion. A violation of this section is a petty offense.

32-37-2. Exemptions. The provisions of 32-37-1, 32-37-1.1, 32-37-1.2, and 32-37-1.3 do not apply in passenger cars manufactured before 1966 that have not been equipped with seat belts.

32-37-4. Violation not considered negligence or assumption of risk-evidence inadmissible. Failure to comply with the provisions of this chapter is not considered as contributory negligence, comparative negligence or assumption of the risk and is not admissible as evidence in the trial of any civil action.

Car Seat Guide

Infant Seats

- Infant Car Seats for children up to 20 pounds
- Always face rearward
- Recline 30 degrees

Toddler/Convertible Car Seats

- For infants and children up to 40 pounds
- For infants, recline and face rearwards
- For toddlers, upright and forward facing

Booster Seats

- For toddlers at least 30 pounds
- Must be used with a tethered harness or shoulder straps if it doesn't have a shield. Can be used with just a lap belt if it has a shield.

A Car Seat is Used <u>Incorrectly</u> if:

- It's not secured to the automobile with a seat belt
- The harness straps are not used or are very loose
- An infant is facing forward
- A top tether strap is present but not used.

Some people still have "bad information" about using safety belts. For example,

"Safety belts can trap you inside a car." It takes less than a second to undo a safety belt. Crashes where a vehicle catches fire or sinks in deep water, and you are "trapped", seldom happen. Even if an accident such as this were to happen, a safety belt may keep you from being "knocked out". Your chance to escape will be better if you are conscious.

"Safety belts are good on long trips, but I do not need them if I am driving around town." Over half of all traffic deaths happen within 25 miles of home. Many of them occur on roads posted at less than 45 mph.

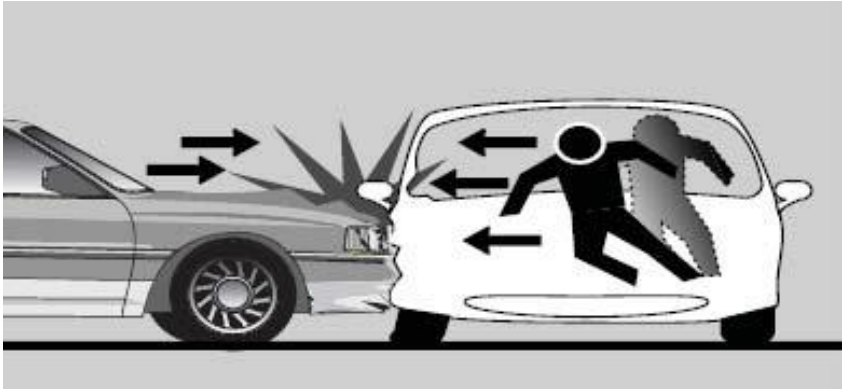
"Some people are thrown clear in a crash and walk away with hardly a scratch." Your chances of not being killed in an accident are much better if you stay inside the vehicle. Safety belts can keep you from being thrown out of your vehicle, into the path of another vehicle.

"If I get hit from the side, I am better off being thrown across the car; away from the crash point." When a vehicle is struck from the side, it will move sideways. Everything in the vehicle that is not fastened down, including the passengers, will slide toward the point of crash, not away from it.

“At slow speeds, I can brace myself." Even at 25 mph, the force of a head-on crash is the same as pedaling a bicycle full-speed into a brick wall or diving off a three-story building onto the sidewalk.
No one can “brace” for that.

Front Seat Seatbelt Use Requirements

South Dakota codified law 32-38-1: Use required--Public highways--Front seat passenger. Except as provided in chapter 32-37 and § 32-38-3, every operator and front seat passenger of a passenger vehicle operated on a public highway in this state shall wear a properly adjusted and fastened safety seat belt system, required to be installed in the passenger vehicle when manufactured pursuant to Federal Motor Vehicle Safety Standard Number 208 (49 C.F.R. 571.208) in effect January 1, 1989, at all times when the vehicle is in forward motion. The driver of the passenger vehicle shall secure or cause to be secured a properly adjusted and fastened safety seat belt system on any passenger in the front seat who is at least five years of age but younger than eighteen years of age. Any violation of this section is not a moving traffic offense under the provisions of § 32-12-49.1.



Rules Of The Road

There are traffic rules that say where, when and how fast you can drive. These rules help to keep traffic moving safely. Rules of the road include traffic control devices, right-of-ways, and parking rules.

Traffic Control Devices

Traffic control devices include traffic signals, signs, and pavement markings. Traffic control also can be provided by law enforcement, highway personnel, or school crossing guards. You must obey directions from these persons.

Traffic Signals

Traffic signals are lights that tell you when or where to stop and go. A "green" light means you can go if it is safe. A "yellow" light means caution and a "red" light means stop. Traffic lights are usually at intersections and are green, yellow, and red from bottom to top, when together. There are some intersections and other locations where there are single green, yellow, or red lights.

A steady GREEN traffic light means you can go through the intersection. You must yield to emergency vehicles and others as required by law. If you are stopped and then the light turns green, you must allow crossing traffic to clear the intersection before you go ahead. A GREEN arrow means you can safely turn in the direction of the arrow. There should be no on-coming or crossing traffic while the arrow is green. If you are turning left, a steady green traffic light means you may turn but only when safe to do so. Oncoming traffic has the right-of-way. Be alert for signs that prohibit left turns. When turning right or left, watch for pedestrians crossing in front of your vehicle.

A steady YELLOW traffic light means the traffic light is about to change to red. You must stop if it is safe to do so. If you are in the intersection when the yellow light comes on, do not stop but continue through the intersection. A flashing YELLOW traffic light means slow down and proceed with caution. A YELLOW arrow means that the protection of a green arrow is ending and if you are turning in the direction of the arrow, you should prepare to stop and give the right of way to oncoming traffic before turning. If you are turning left, a flashing YELLOW arrow traffic light means you may turn but only when safe to do so. Oncoming traffic has the right of way.

A steady RED traffic light means stop. This device is to alert you of the red light and that you must stop. You must wait until the traffic light turns green and there is no crossing traffic before you may move ahead. If you are turning right, you may turn after coming to a full stop, if it is safe to do so and if there is no sign prohibiting the turn on a red light. Be careful of pedestrians crossing in front of your vehicle. A flashing RED traffic light means the same as a stop sign. You must come to a full stop and then may proceed when it is safe to do so. A RED arrow means you must stop and you cannot go in the direction of the arrow. You may proceed when the red arrow goes out and a green arrow or light goes on.

If a traffic control signal is out of operation or is not functioning properly, the vehicle facing a:

1. Green signal may proceed with caution as indicated in South Dakota Codified Law (SDCL) 32-28-2;
2. Yellow signal may proceed with caution as indicated in SDCL 32-28-3;
3. Red or completely unlighted signal stop shall stop in the same manner as if the vehicle is at a stop sign.

Traffic Signs

Traffic signs tell you about traffic rules, hazards, where you are, how to get where you are going and where services are located. The shape and color of these signs give clues to the type of information they provide.

Warning Signs - These signs are usually yellow with black lettering or symbols, and most are diamond shaped. These signs warn you to slow down and be prepared to stop if necessary. It warns you that a special situation or a hazard is ahead. Some common warning signs are shown below.

The Low Clearance sign warns driver of clearance less than the maximum vehicle height permitted.

The Advisory Speed Plate sign is used in conjunction with any warning sign to indicate the maximum recommended speed around a curve or through a hazardous location.

The T symbol sign warns traffic approaching a T intersection on the road that forms the stem of the T.

A Merge sign warns that merging movements may be encountered where two roadways converge.

An Added Lane sign warns of two roadways converging and merging movements are not required.

The Lane Reduction Transition sign warns of the reduction in the number of traffic lanes in the direction of travel on a multi-lane highway.

The Hill sign warns of a downgrade where the length, percent of grade, horizontal curvature, or other physical features require special precautions on the part of drivers.

The Slippery When Wet sign warns of a condition where the highway surface is extraordinarily slippery when wet.

The Deer Crossing sign alerts vehicle operators of unexpected entries into the roadway by deer. These crossings may be relatively confined, or may occur randomly over a substantial distance of roadway. The distance of the crossing area may be posted below the sign. There are similar signs for pedestrians, trucks, bicyclists, and other potential conflicts.

The School Crossing sign is used in advance of locations where school buildings or grounds are adjacent to the highway. It may also be used for school crossings not adjacent to a school ground. The absolute speed limit in a school zone is 15 mph when children are present or check your local city ordinance. This sign may be either yellow or lime green in color.

Railroad Crossing Warning Signs - Many railroad crossings have signs or signals to warn drivers. Never try to beat a train across the tracks. Never start to cross if there is not room for your vehicle on the far side and if you will have to stop on the tracks. Wait until there is room for your vehicle on the far side. It is wise not to shift gears when crossing railroad tracks, just in case you might stall. Remember that trains are large and may be moving faster than they appear to be moving. Some common railroad crossing warning signs and signals are shown in the illustrations below.

• A round yellow warning sign with an "X" symbol and black "RR" letters is placed along the road before you get to a railroad crossing.

• A white, X-shaped sign or "crossbuck" with "Railroad Crossing" on it is located at the railroad crossing. This sign has the same meaning as a "Yield" sign. You must yield to crossing trains.

A railroad Advance Warning sign is used to warn of a highway-railroad crossing.

Railroad flashing light signals and crossbuck signs are found at most public crossings. These signs should be treated the same way as a yield sign. The driver should slow down and be prepared to stop upon sighting a train. If there is more than one track, a sign below the crossbuck indicates the number of tracks at this crossing.

- At some crossings, along with the cross buck sign, you will see side-by-side lights that will flash alternately when a train is approaching. When the lights are flashing, you must stop. At some crossings there is also a crossing gate that will lower when a train is coming. Do not drive around the gate. Some crossings also have a bell or a horn that will sound. Do not cross until the bell or horn has stopped.

- Crossings with more than one train track will often post a sign that shows the number of tracks. These signs warn you that there is more than one track and there may be more than one train crossing. Not all crossings with more than one train track will have these signs so it is important to check for more than one track before crossing.

<u>Railroad Emergency Notification System (ENS)</u>

- Every grade crossing has an emergency dispatch phone number for contacting the railroad to report problems with the crossing, tracks or train.
- The ENS number is typically located on a blue sign on the railroad crossing sign or near the grade crossing (example of sign below).
- The sign also contains a DOT number that identifies the grade crossing's physical location so emergency crews or railroad personnel can respond.

This information is crucial for ALL DRIVERS to know this is the best and most efficient way to contact the railroads if there is a problem at the crossing or if something is blocking the tracks. By providing the DOT numbers the dispatchers know exactly where the grade crossing is and can notify trains moving in that direction to either come to stop or be placed on a speed restriction.

Work Area Signs - These construction, maintenance, or emergency operations signs are generally diamond or rectangular shaped, orange with black letters or symbols and warn you that people are working on or near the roadway. These warnings include reduced speed, detours, slow moving construction equipment, and poor or suddenly changing road surfaces. In work areas, traffic may be controlled by a person with a sign or flag. You must obey these persons.

The Road Work sign serves as a general warning of obstructions or restrictions.

The Workers sign is used to alert drivers of workers in or near the roadway.

The Flagger sign is used in advance of where a flagger is stationed to control traffic.

Regulatory Signs - These signs are square, rectangular, or have a special shape and are usually white, red or black with black, red, white or green letters or symbols. They give you information about rules for traffic direction, lane use, turning, speed, parking and other special situations.

The No Parking sign prohibits parking in this area.

This Traffic Signal sign reminds you of your obligation to yield to on coming traffic if you are turning left and there is a green ball displayed at a signalized intersection.

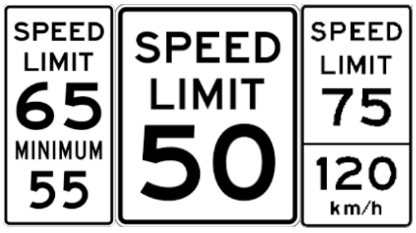
The Do Not Enter sign is used to prohibit traffic from entering a restricted road. They are one-way against you. You will see them at exit ramps and at one-way streets.

The Fine Doubled sign informs you that the speeding fines will be doubled in construction zones.

Some regulatory signs have a red circle with a red slash over a symbol. These signs prohibit certain actions, i.e., no left turn, no right turn, no U-turn, etc. Examples of regulatory signs below:

Speed Limit Signs. These signs indicate the maximum safe speed allowed or the minimum safe speed required. The maximum limit should be driven only in ideal driving conditions and you must reduce your speed when conditions require it. For example, you should reduce your speed when the roadway is slippery, during rain, snow, icy conditions, or when it is foggy and difficult to see clearly down the road. Some high speed roads have minimum speed limits and you are required to travel at least this fast so as not to be a hazard to other drivers. If the minimum posted speed is too fast for you, you should use another road.

The speed limit sign indicates the maximum or minimum safe speed that is allowed. The metric equivalent may also be provided.



• *Lane Use Control Signs*. These signs tell you where you can go, where you can turn and often use an arrow symbol. These signs can be located on the side of the road or hanging over the lane of travel. Sometimes arrows may be painted on the road as a supplement to the signs.

• *No Passing Signs*. These signs tell you where passing is not permitted. Passing areas are based on how far you can see ahead. They consider unseen hazards such as hills and curves, intersections, driveways and other places a vehicle may enter the roadway. These signs, along with pavement markings, indicate where you can pass another vehicle, the beginning and ending of a passing zone or where you may not pass. Where it is permitted to pass, you may do so only if it is safe. Be aware of road conditions and other vehicles.

The *No Passing Zone* sign warns of the beginning of a no passing zone. It is found on the left side of the road.

Stop Sign - A stop sign has eight sides and is red with white letters. You must come to a full stop at a stop sign or stop line, if one is present. You must wait until crossing vehicles and pedestrians have cleared, and pull forward only when it is safe to do so.

Yield Sign - A yield sign is a downward pointing triangle. It is red and white with red letters. It means you must slow down and yield the right-of-way to traffic in the intersection you are crossing or roadway you are entering.

Slow Moving Vehicle - A reflective orange triangle on the rear of a vehicle means it is traveling less than 25 mph. You may see this decal on construction equipment and in rural areas on farm vehicles or horse drawn wagons or carriages.

Common types of Guide Signs are:

Destination Signs - These signs are square or rectangular shaped and are green or brown with white lettering. They show directions and distance to various locations such as cities, airports, or state lines or to special areas such as national parks, historical areas or museums.

Service Signs - These signs are square or rectangular shaped and are blue with white letters or symbols. They show the location of various services such as rest areas, gas stations, campgrounds, or hospitals.

Route Number Signs - The shape and color of route number signs indicate the type of roadway: interstate, U.S., state, city, or county road. When planning a trip, use a road map to determine your route. During the trip, follow the route signs to prevent you from getting lost.

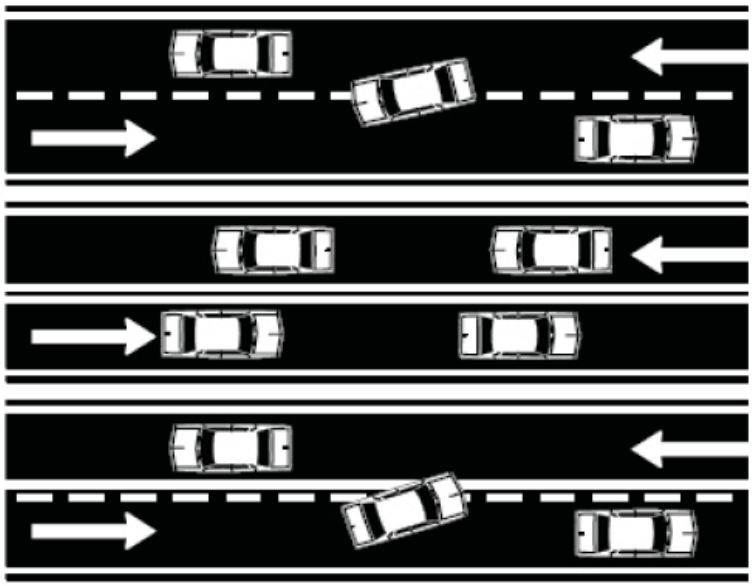
Pavement Markings

Lines and symbols on the roadway divide lanes, tell you when you may pass other vehicles or change lanes, which lanes to use for turns, define pedestrian walkways, and where you must stop for signs or traffic signals. Edge and Lane Lines - Solid lines along the side of the road show you where the edge of the road is located.

- *White lane marking* - Multiple lanes of travel in the same direction are separated by white lane markings. A dashed white line between lanes of traffic means that you may cross it to change lanes if it is safe to do so. A solid white line between lanes of traffic means that you should stay in your lane unless a special situation requires you to change lanes.

- *Crosswalks and stop lines* – When required to stop because of a sign or signal, you must stop before your vehicle reaches the stop line or if there is one, a crosswalk. Crosswalks define the area where pedestrians may cross the roadway. You must yield to pedestrians in or about to enter a crosswalk. Not all crosswalks are marked. Be alert for pedestrians when crossing intersections.

- *Yellow lane markings* - Lines separating traffic moving in opposite directions are yellow. A dashed yellow line between opposing lanes of traffic means that you may cross it to pass if it is safe to do so. Some passing zones have signs that tell you where passing is permitted and where you cannot pass. Where there is both a solid and a dashed yellow line between opposing lanes of traffic, you may not pass if the solid yellow line is on your side. If the dashed line is on your side, you may pass if it is safe to do so. Two solid yellow lines between lanes of traffic means neither side can pass. You may cross a solid yellow line to turn into a driveway if it is safe to do so.



Other Lane Controls

Shared Center Lane

These center lanes are reserved for making left turns (or U-turns when they are permitted) but can be used by vehicles traveling in both directions. On the pavement, left-turn arrows for traffic in one direction alternate with left-turn arrows for traffic coming from the other direction. These lanes are marked on each side by solid yellow and dashed yellow lines. In some areas, the shared center lane becomes a “reversible lane” during rush hours. Be sure you can enter the lane before you do so and only if it is safe to do so.

General Rules

When there are no signs or markings to control the use of lanes, there are rules that indicate which lane is to be used. These rules cover general driving, passing, and turning.

General driving - Never back a vehicle in any travel lane except to parallel park. It is illegal and unsafe to do so. Drivers do not expect a vehicle to be backing towards them and may not realize it until it is too late. If you miss your turn or exit do not back up but go on to where you can safely turn around.

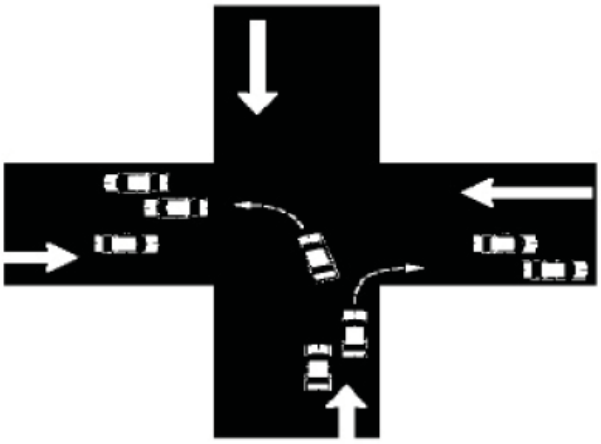
Do not stop in travel lanes for any reason (confusion, breakdown, letting out a passenger). Keep moving until you can safely pull off the road.

On a road with two or more lanes traveling in the same direction, stay in the right lane except to pass. On a road with three or more lanes traveling in the same direction, if there is a lot of entering or exiting traffic, use the center travel lane.

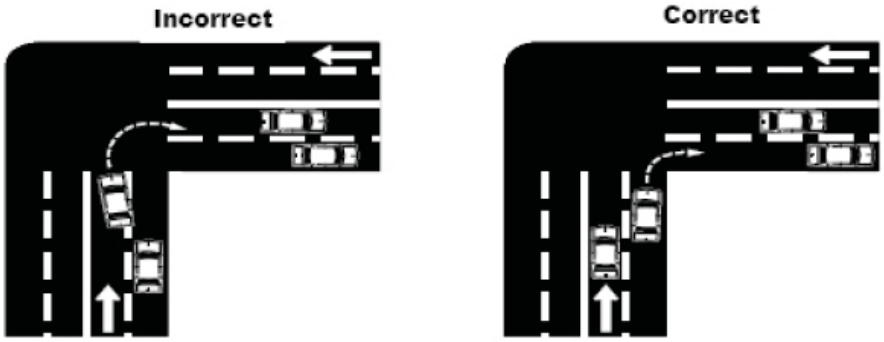
Unless told to do so by officials, never drive on the shoulder of the road.

Passing - On multi-lane roads, the left-most lane is intended to be used for passing slower vehicles. If you pass on the right, the other driver may have difficulty seeing you and might suddenly change lanes in front of you. Never pass on the shoulder, whether it is paved or not. Other drivers will never expect you to be there and may pull off the road without looking.

Turning - Where there are no signs or lane markings to control turning, you should turn from the lane that is closest to the direction you want to go and turn into the lane closest to the one you came from. This way, you will cross the fewest lanes of traffic. When making turns, go from one lane to the other as directly as possible without crossing lane lines or interfering with traffic. Once you have completed your turn, you can change lanes as well.



Right turns- On right turns, avoid swinging wide to the left before making the turn. If you swing wide, the driver behind you may think you are changing lanes or going to turn left and may try to pass you on the right. If you swing wide as you complete the turn, drivers who are in the far lane will not expect to see you there.



Left turns- When making a left turn, avoid cutting the corner so sharply that you run into someone approaching from the left. However, be sure to leave room for oncoming vehicles to turn left in front of you.

Multiple lanes turning- If there are signs or lane markings that allow for two or more turning lanes, stay in your lane during the turn.

Right-of-Way

Where vehicles or pedestrians are likely to meet one another and there are no signs or signals to regulate traffic, there are rules on who must yield the right-of-way. These rules tell who goes first and who must wait in different traffic situations.

The law says who must yield the right-of-way; it does not give anyone the right-of-way. You must do everything you can to prevent striking a pedestrian or another vehicle, regardless of the circumstances.

The following right-of-way rules apply:

- You must yield the right-of-way to a police vehicle, fire engine, ambulance, or other emergency vehicle using a siren, air horn, or a red or blue flashing light. Pull over to the right edge of the road or as near to the right as possible when you see or hear an emergency vehicle approaching from any direction. Follow any instructions given over the emergency vehicle's loudspeaker. If you are in an intersection, drive through the intersection before you pull over. If a driver fails to come to a **complete stop** in these situations, they can be imprisoned in the county jail for up to 30 days or fined up to $200 or both.

- Drivers must yield where necessary to avoid striking pedestrians who are crossing the road.

- Drivers crossing a sidewalk, entering or exiting a driveway, alley, or parking lot must yield to pedestrians. It is illegal to drive on a sidewalk except to cross it.

- You must yield to pedestrians within crosswalks. Children often forget traffic rules and must always receive special care. BE EXTRA ALERT. Slow down and be prepared to stop, if necessary. REMEMBER-South Dakota law requires you to stop for any pedestrian carrying a white cane or utilizing a guide dog regardless of whether or not they are in a crosswalk. If a visually impaired person is standing along a street with a white cane held in a raised position, they are indicating that they wish to cross the street. You must yield the right of way to that person.

- Drivers tuning left must yield to oncoming vehicles going straight ahead.

- At an intersection where there is no stop sign, yield sign or traffic signal, drivers must yield to vehicles coming from the right.

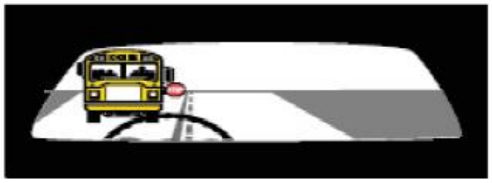
- At a 4-way stop, the driver reaching the intersection first goes first (after coming to a complete stop). If more than one vehicle arrives at the same time, the vehicle on the right goes first.

- Drivers entering a road from a driveway, alley, or roadside must stop for vehicles already on the main road.

- Drivers may not enter an intersection unless they can get through it without having to stop. You should wait until traffic ahead clears so that you are not blocking the intersection.

- Drivers overtaking a vehicle traveling in the same direction must yield to that vehicle, even if the vehicle is slowing or coming to a stop.

- The operator of a motor vehicle on a two-lane highway or a private road meeting or overtaking a school bus on which the amber warning lights are flashing shall reduce the speed of his/her vehicle to not more than twenty miles per hour and proceed past the school bus with caution. When the operator of a motor vehicle approaches a school bus on which the red signal lights are flashing , the operator shall bring the vehicle to a complete stop not closer than fifteen feet from the school bus and shall remain stopped until the flashing red signal lights are extinguished. The operator of a motor vehicle on a highway providing two or more lanes in each direction need not stop when he meets a school bus which is traveling in the opposite direction even though the school bus is stopped and its red signal lights are flashing. The operator of a motor vehicle on a highway providing two or more lanes in each direction shall stop when he approaches a school bus traveling in the same direction when the school bus is stopped and its red signal lights are flashing.



- You must yield the right-of-way to trains crossing the roadway.

Parking

Drivers are responsible for making sure that their vehicle is not a hazard when it is parked. Whenever you park, be sure it is in a place that is (1) far enough from any travel lane to avoid interfering with traffic and (2) visible to vehicles approaching from either direction.

- Always park in a designated area if possible.
- Always set your parking brake when you park. Leave the vehicle in gear if it has a manual transmission or in “park” if it has an automatic transmission.
- Check traffic before you open the door. Shut the door as soon as you can after getting out.

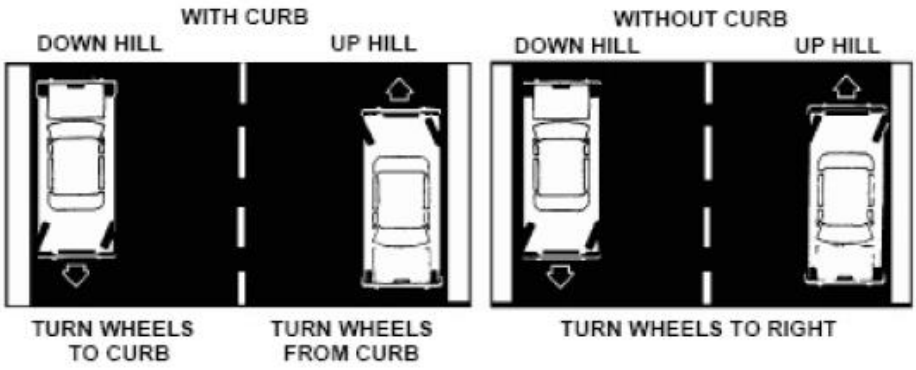
- Never leave the ignition keys in a parked vehicle. It is a good habit to lock the doors whenever you leave your vehicle.
- If you must park on a roadway, park your vehicle as far away from traffic as possible. If there is a curb, park as close to it as you can.

No-Parking Zones — There are many areas where you cannot park. Check for signs that may prohibit or limit parking. Some parking restrictions are indicated by colored curb markings. Do not park:

- in an intersection,
- on a crosswalk or sidewalk,
- in a construction area if your vehicle will block traffic,
- within 30 ft. of a traffic signal, stop sign or yield sign,
- within 30 ft. of a pedestrian safety zone,
- within 15 ft. of a fire hydrant,
- within 50 ft. of a railroad crossing,
- more than 2 ft. from the curb,
- within 20 ft. of a fire station driveway on the same side of the street or within 75 ft. of a driveway on the other side of the street,
- blocking a driveway, alley, private road, or area of the curb removed or lowered for access to the sidewalk,
- on a bridge or overpass or in a tunnel or underpass,
- on the wrong side of the street,
- in a space marked for the handicapped, unless you have a handicap license plate, tag or sticker,
- on the road side of a parked vehicle (double parking),
- on railroad tracks, or
- wherever a sign says you cannot park.

Parking on Hills

If you park facing uphill where there is a curb, you should set the parking brake and turn the wheels away from the curb. In any other situation turn the wheels toward the curb or edge of the road.



SAFE

DRIVING TIPS

No driver manual can teach you how to operate a vehicle or be a safe driver. Driving requires skills you can only gain through instruction and practice. The following offers some basic driving information.

Basic Driving

Starting

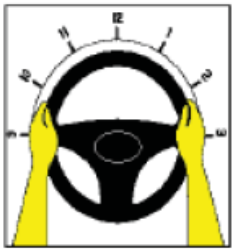
Check the vehicle owner's manual for how to best start the vehicle. Make sure the parking brake is on before you start the vehicle. If the vehicle has a manual transmission, it must not be in gear and in some vehicles the clutch must be depressed. For a vehicle that has an automatic transmission, you must put the shift selector in "park."

Accelerating

Accelerate gradually and smoothly. Trying to start too fast can cause the drive wheels to spin, particularly on slippery surfaces, and cause the vehicle to slide. With a manual-shift vehicle, practice using the clutch and accelerator so that the engine does not over-rev or stall when shifting between gears.

Steering

Both hands should be placed on opposite sides of the steering wheel (e.g., left hand between 8 and 10 o'clock and right hand between 2 and 4 o'clock). This position is comfortable, and on high speed roads it allows you to make turns without taking your hands off the wheel.



Look well down the road and on both sides of the road, not at the road just in front of your vehicle. Look for traffic situations where you will need to steer before you get to them. This way, you have time to steer smoothly and safely.

When turning sharp corners, turn the steering wheel using the "hand-over-hand" technique. When you complete a turn, straighten out the steering wheel by hand. Letting it slip through your fingers could be dangerous.

Note: Steering Wheel Locking Device – Never turn your vehicle's ignition to the "lock" position while it is still in motion. This will cause the steering to lock if you try to turn the steering wheel and you will lose control of your vehicle.

Controlling Speed

The best way not to speed is to know how fast you are going. Check the speedometer often. People are not very good at judging how fast they are going. It is easy to be traveling much faster than you think. This is especially true when you leave high speed roads and are driving on much slower local roads.

Follow the speed limit signs. They are there for your safety.

Stopping

Be alert so that you know when you will have to stop well ahead of time. Stopping suddenly is dangerous and usually points to a driver who was not paying attention. When you brake quickly, you could skid and lose control of your vehicle. You also make it harder for drivers behind you to stop without hitting you.

Try to avoid panic stops by seeing events well in advance. By slowing down or changing lanes, you may not have to stop at all and if you do, you can make a more gradual and safer stop.

Seeing Well
Most of what you do in driving depends on what you see. To be a good driver, you need to see well. The single biggest contributor to crashes is failing to see what is happening. You must look down the road, to the sides, and behind your vehicle. Be alert for unexpected events. At night and at other times when it's hard to see, you must use your headlights.

You must be alert to what is going on around you. Many crashes occur because drivers do not pay enough attention to their driving. Do not take your eyes off the road for more than a few seconds at any one time. If you need to look at a map, pull safely off the road before you try to look at it. Do not try to read the map while you are driving. In many crashes with motorcycles, bicycles, and pedestrians, drivers reported that they looked but did not see them.

If you have a cellular phone or CB radio, avoid using it when the vehicle is in motion. Even with "hands free" equipment, conversing on a phone or radio takes your attention away from driving and can cause you to be less likely to notice a dangerous situation.

Scanning
To be a good driver, you must know what is happening around your vehicle. You must look ahead, to the sides and behind the vehicle. Scanning helps you to see problems ahead, vehicles and people that may be in the road by the time you reach them, signs warning of problems ahead and signs giving you directions.

Look ahead - In order to avoid last-minute braking or the need to turn, you should look well down the road. By looking well ahead and being ready to stop or change lanes if needed, you can drive more safely, save on fuel, help keep traffic moving at a steady pace and allow yourself time to better see around your vehicle and along side the road. Looking well down the road will also help you to steer straighter with less weaving. Safer drivers tend to look at least 10 seconds ahead of their vehicle. How far is this? It is the distance that your vehicle will travel in 10 seconds.

In the city, 10 seconds is about one block. When you drive in city traffic, you should try to look at least one block ahead. On the highway, 10 seconds is about four city blocks or a quarter of a mile.

How do you know how many seconds you are looking ahead? Here is how to figure how far ahead you are looking.

1. Find a non-moving object like a sign or telephone pole near the road about as far ahead as you are looking.

2. Start counting: one-one-thousand, two-one-thousand, three-one-thousand, etc., until you reach the object.

3. The number of seconds you have counted is the number of seconds ahead that you were looking.

You can be a safer driver by looking well ahead. You can avoid the need to stop or turn quickly. The less you have to stop or turn quickly, the less likely you are to run into someone or have someone run into you.
By looking well ahead you can save on fuel. Every time you have to stop quickly, it takes time and fuel to get your vehicle back up to speed. Drivers, who look ahead, can slow down gradually or change lanes and avoid unnecessary braking that leads to lower miles-per-gallon.

Traffic would flow more smoothly if everyone looked well ahead. Making driving changes before the last moment gives drivers behind you more time to react. The earlier you act, the less often someone behind you has to react quickly to your vehicle. By seeing needed driving changes early, you can drive more safely and that helps drivers behind you drive more safely too. It also keeps traffic moving at a steady pace.

Look to the sides - As other vehicles or pedestrians may cross or enter your path anytime, you should look to the sides to make sure no one is coming. This is especially true at intersections and railroad crossings.

Intersections - Intersections are any place where traffic merges or crosses. They include side streets, driveways, and shopping center or parking lot entrances. Before you enter an intersection, look to both the left and right for approaching vehicles and/or crossing pedestrians. If stopped, look to both the left and right just before you start moving. Look across the intersection before you start to move to make sure the path is clear all the way through the intersection and you will not block it if you have to stop.

Before you turn left across oncoming traffic, look for a safe gap in the traffic. Look to the street you are turning onto to make sure that no vehicles or pedestrians are in your path, leaving you stranded in the path of oncoming traffic. Look one more time in the direction of oncoming traffic before you turn.

Before turning right, make sure that there is no traffic approaching from your left and no oncoming traffic turning left into your path. Do not begin your turn without checking for pedestrians crossing where you will be turning. You may turn right on red unless prohibited.

Do not rely on traffic signals or signs to tell you that no one will be crossing in front of you. Some drivers do not obey traffic signals or signs. At an intersection, look left and right, even if other traffic has a red light or a stop sign. This is especially important just after the light has turned green. This is when people on the cross street are most likely to hurry through the intersection before the light changes to red. Others who may not stop are individuals who have been drinking or other reckless drivers.

Make sure you can clearly see crossing traffic before entering an intersection. If you were stopped and your view of a cross street is blocked, edge forward slowly until you can see. By moving forward slowly, crossing drivers can see the front of your vehicle before you can see them. This gives them a chance to slow down and warn you if needed.

Look behind - Besides watching traffic ahead of you, you must check traffic behind you. You need to check more often when traffic is heavy. This is the only way you will know if someone is following too closely or coming up too fast and will give you time to do something about it. It is very important to look for vehicles behind you when you change lanes, slow down, back up or are driving down a long or steep hill.

When changing lanes - Whenever you want to change lanes, you must check that there are no vehicles in the lane you want to enter. This means you must check for traffic to the side and behind your vehicle before you change lanes. Changing lanes includes changing from one lane to another, merging onto a roadway from an entrance ramp and entering the roadway from the curb or shoulder.
When changing lanes, you should:

- Look in your rear-view and side mirrors. Make sure there are no vehicles in the lane you want to enter. Make sure that nobody is about to pass you.

- Look over your shoulder in the direction you plan to move. Be sure no one is near the rear corners of your vehicle. These areas are called "blind spots" because you cannot see them through your mirrors. You must turn your head and look to see vehicles in your blind spot.

- All drivers must signal:
  When turning or changing lanes
  At least 100 feet from an intersection. (Signaling at least 4 to 5 seconds
  BEFORE you wish to turn is better at higher speeds)
  The signal must be given with:
  An electric signal light or
  The left arm and hand.

- Check quickly. Do not take your eyes off the road ahead for more than an instant. Traffic ahead of you could stop suddenly while you are checking traffic to the sides, rear, or over your shoulder. Also, use your mirrors to check traffic while you are preparing to change lanes, merge or pull onto the roadway. This way you can keep an eye on vehicles ahead of you at the same time. Check over your shoulder just before you change lanes for traffic in your blind spot. Look several times if you need to so as not to look for too long a period at any one time. You must keep track of what traffic is doing in front of you and in the lane you are entering.

- Check for other road users. Remember that there are other road users such as motorcycles, bicycles, and pedestrians that are harder to see than are cars and trucks. Be especially alert when you are entering the roadway from the curb or driveway.

When you slow down - You must check behind your vehicle whenever you slow down. This is very important when you slow down quickly or at points where a following driver would not expect you to slow down, such as private driveways or parking spaces.

When you back up - It is hard for you to see behind your vehicle. Try to do as little backing as possible. In a shopping center, try to find a parking space you can drive through, so you can drive forward when you leave. Where backing is necessary, here are some hints that will help you back your vehicle safely.

- Check behind your vehicle before you get in. Children or small objects cannot be seen from the driver's seat.
- Place your right arm on the back of the seat and turn around so that you can look directly through the rear window. Do not depend on your rearview or side mirrors as you cannot see directly behind your vehicle.
- Back slowly; your vehicle is much harder to steer while you are backing.
- Whenever possible, use a person outside the vehicle to help you back.

When going down a long or steep hill - Check your mirrors when you are going down hills or mountains. Vehicles often build up speed going down a steep grade. Be alert for large trucks and buses that may be going too fast.

Use Your Lights

It is much harder to see at night. Here are some things you can do that will help you see better:

- Use your high beams whenever there are no oncoming vehicles. High beams let you see twice as far as low beams. It is important to use high beams on unfamiliar roads, in construction areas or where there may be people along the side of the road.
- You should dim your high beams at least 500 feet (4-5 seconds) before meeting an oncoming vehicle.
- Use your low beams when following another vehicle or when in heavy traffic.
- Use the low beams in fog or when it is snowing or raining hard. Light from high beams will reflect back, causing glare and making it more difficult to see ahead. Some vehicles have fog lights that you also should use under these conditions.
- Do not drive at any time with only your parking lights on. Parking lights are for parking only.

If a vehicle comes toward you with high beams on, switch to low beam and look to the right edge of the road. This will keep you from being blinded by the other vehicle's headlights and allow you to see enough of the edge of the road to stay on course. Do not try to "get back" at the other driver by keeping your bright lights on. If you do, both of you may be blinded.

Communicating

Crashes often happen because one driver does not see another driver, or one driver does something the other driver does not expect. It is important that drivers let other road users know they are there and what they plan to do.

Letting Others Know You Are There

Some drivers do not always pay attention to what is going on around them. It is important that other road users know that you are there.

Use headlights - Besides helping you to see at night, headlights help other people see you. If needed, flick your headlights to alert other road users you are there. Remember to turn on your headlights whenever you have trouble seeing others. If you have trouble seeing them, they may be having trouble seeing you.

- On rainy, snowy, or foggy days, it is sometimes hard for other drivers to see your vehicle. In these conditions, headlights make your vehicle easier to see. Remember, if you turn on your wipers, turn on your headlights.

- Turn on your headlights when it begins to get dark. Even if you turn them on a little early, you will help other drivers see you.

- Whenever driving and lights are necessary, use your headlights. Parking lights are for parked vehicles only.

- When driving away from a rising or setting sun, turn on your headlights. Drivers coming towards you may have trouble seeing your vehicle. Your headlights will help them see you.

To the defensive driver, darkness requires even greater alertness. Reduced visibility, glare from oncoming headlights, animals crossing the road, and eye strain all combine to make night driving hazardous.

- Headlights must be used from one half hour after sunset until one half hour before sunrise, and at any other time when there is not sufficient light to enable a driver to clearly see a person on the highway at a distance of 200 feet ahead.

- Turn on low beams whenever the light begins to fade. It helps others identify you and judge what you're doing.

- Never use parking lights while driving. They can't be seen until after your vehicle is clearly visible. It's not legal to drive with only parking lights when headlights are required.

- If you cannot see clearly, it makes sense to increase your following distance at least 3 or 4 seconds.

- At night your headlights give you a clear view for only a very limited distance ahead. If you go faster than 55 m.p.h. at night, you cannot stop in the distance that you can see ahead.

- Never use your high beam head lamps when there are animals in your path. Using them to ward off animals will have a negative effect because the bright lights will just freeze the animals in their tracks. The best defense for animals in the road is a slower speed, accompanied by your horn and/or ultrasonic animal warning device.

- Use high beams on rural highways. Use low beams when following other vehicles, when meeting oncoming vehicles, and when driving in town. You should dim at least 500 feet (about 4 to 5 seconds) before meeting an oncoming vehicle.

- If the oncoming driver fails to dim, switch your headlights to low beam. If the glare is “blinding” you, look toward the right edge of the road.

- A clean windshield, inside and out, will help reduce the amount of glare from oncoming vehicles. Clean headlights will naturally give more light and help you to see better.

- Eyestrain, fatigue, and lack of concentration can be the result of staring at the spot created by your headlights. It may be difficult, but keep your eyes moving, especially at night. Scan for animals, pedestrians, and bicycle riders. Check to the sides for lights from other vehicles that might be crossing or entering your roadway ahead. Constantly check the lights of vehicles ahead for any indication that they are changing speed or lane position.

Use your horn - People cannot see you unless they are looking your way. Your horn can get their attention. Use it whenever it will help prevent an accident. If there is no immediate danger, a light tap on the horn should be all you need. Give your horn a light tap:

- When a person on foot or on a bike appears to be moving into your lane of travel.
- When you are passing a driver who starts to turn into your lane.
- When a driver is not paying attention or may have trouble seeing you.
- When coming to a place where you cannot see what is ahead — like a steep hill, a sharp curve, or exiting a narrow alley.

If there is danger, do not be afraid to sound a SHARP BLAST on your horn. Do this:

- When a child or older person is about to walk, run, or ride into the street.
- When another vehicle is in danger of hitting you.
- When you have lost control of your vehicle and are moving towards someone.

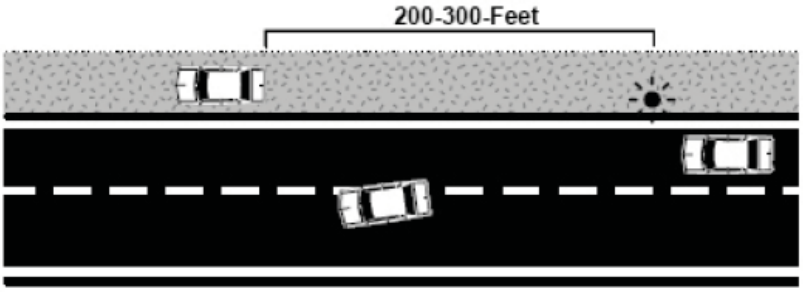
When not to use your horn - There are several occasions when you should not use your horn.
They include the following:

- Encouraging someone to drive faster or get out of the way.
- Apprising other drivers of an error.
- Greeting a friend.
- Around blind pedestrians.

Use emergency signals - If your vehicle breaks down on a highway, make sure that other drivers can see it. All too often crashes occur because a driver did not see a stalled vehicle until it was too late to stop.

If available, use your 2-way radio or telephone to notify authorities that your vehicle or someone else has broken down. Many roadways have signs that tell you the CB channel or telephone number to call in an emergency. If you are having vehicle trouble and have to stop;

- Get your vehicle off the road and away from traffic if at all possible.
- Turn on your emergency flashers to show you are having trouble.
- Try to stop where other drivers have a clear view of your vehicle if you cannot get your vehicle off the roadway. (Do not stop just over a hill or just around a curve.)
- Try to warn other road users that your vehicle is there. Place emergency flares behind the vehicle. This allows other drivers to change lanes if necessary.



- If you do not have emergency flares or other warning devices, stand by the side of the road where you are safe from traffic and wave traffic around your vehicle. Use a white cloth if you have one.

- Never stand in the roadway. Do not try to change a tire if it means you have to be in a traffic lane.

- Lift the hood or tie a white cloth to the antenna, side mirror, or door handle to signal an emergency.

Stay out of the blind spot - Drive your vehicle where others can see you. Do not drive in another vehicle's blind spot.

- Try to avoid driving on either side and slightly to the rear of another vehicle. You will be in his/her blind spot. Either speed up or drop back so the other driver can see your vehicle more easily.

- When passing another vehicle, get through the other driver's blind spot as quickly as you can. The longer you stay there, the longer you are in danger of him/her turning into you.

- Never stay alongside a large vehicle such as a truck or bus. These vehicles have large blind spots, and it is hard for drivers of large vehicles to see you.

Letting Others Know What You Are Doing

Generally other drivers expect you to keep doing what you are doing. You must warn them when you are going to change direction or slow down. This will give them time to react if needed, or at least not to be surprised by what you do.

Signal when you change direction - Signaling gives other drivers time to react to your moves. You should use your turn signals before you change lanes, turn right or left, merge into traffic, or park.

- Get into the bait of signaling every time you change direction. Signal even when you do not see anyone else around. It is easy to miss someone who needs to know what you are doing.

- Signal as early as you can. Try to signal at least three seconds before you make your move.

- Be careful that you do not signal too early. If there are streets, driveways, or entrances between you and where you want to turn, wait until you have passed them to signal.

- If another vehicle is about to enter the street between you and where you plan to turn, wait until you have passed it to signal your turn. If you signal earlier, the other driver may think you plan to turn where they are and they might pull into your path.

- After you have made a turn or lane change, make sure your turn signal turns off. After small turns, those signals may not turn off by themselves. Turn it off if it has not clicked off by itself. If you don't, others might think you plan to turn again.

Signal when you slow down:

- To turn off a roadway which does not have separate turn or exit lanes.

- To park or turn just before an intersection. Following traffic expects you to continue to the intersection.

- To avoid something in the road or stopped or slowing traffic that a driver behind you cannot see.

Adjusting Speed

The faster your vehicle is going, the more distance it will take to turn, slow or stop. For example, stopping at 60 mph does not take twice the distance it takes at 30 mph as one might think, but over three times the distance. Driving safely means adjusting your speed for road and traffic conditions, how well you can see, and obeying speed limits.

Adjusting To Road Conditions

There are various road conditions where to be safe you must slow down. For example, you must slow down before a sharp curve, when the roadway is slippery, and when there is standing water on the road.

The only contact your vehicle has with the road is through the tires. How good a grip the tires have with the road depends on the type and condition of the tires and the type and condition of the road surface.

Many drivers do not pay enough attention to the condition of their tires or to the condition of the roadway. It is important that the tires be in good condition and have enough air in them. See the vehicle owner's manual for correct tire pressure.

You do not have as much traction on gravel or dirt roads as you do on concrete or asphalt roads. When driving on gravel or dirt, you must slow down. It will take you much longer to stop, and it is much easier to skid when turning.

Curves - A vehicle can travel much faster in a straight line than it can in a curve. It is easy to go too fast in a curve. If you go too fast, then the tires will not be able to grip the road and the vehicle will skid. Always slow down before you enter the curve so you do not have to brake in the curve. Braking in a curve can cause the vehicle to skid.

Slippery roads - Slow down at the first sign of rain, snow, or sleet. These all make the roadway slippery. When the road is slippery, the vehicle's tires do not grip as well as they do on a dry road. How slow should you go? On a wet road you should reduce your speed about 10 mph. On packed snow, you should cut your speed in half. Use snow tires or chains when the road has snow on it. On ice, you must slow to a crawl. It is very dangerous to drive on ice.

If at all possible, do not drive when the roads are icy. In some areas where there is a lot of icy weather, special studded tires are allowed. Because these tires can cause road damage, they are not allowed in many areas or on certain roads.

Some road surfaces are slippery at certain times or places. Here are some clues to help you spot slippery roads:

- On cold, wet days shady spots can be icy. These areas freeze first and dry out last.
- Overpasses and other types of bridges can have icy spots. The pavement on bridges can be icy even when other pavement is not. This is because bridges do not have earth underneath them to help insulate them against the cold and thus can be colder and icier than other roadways.
- When the temperature is around the freezing point, ice can become wet. This makes it more slippery than at temperatures well below freezing.
- If it starts to rain on a hot day, pavement can be very slippery for the first few minutes. Heat causes the oil in the asphalt to come to the surface. The road is more slippery until the oil is washed off.

Water on the roadway - When it is raining or the road is wet, most tires have good traction up to about 35 mph. However as you go faster, your tires will start to ride up on the water, like water skis. This is called "hydroplaning." In a heavy rain, your tires can lose all traction with the road at about 50 mph. Bald or badly worn tires will lose traction at much lower speeds. The best way to keep from hydroplaning is to slow down in the rain or when the road is wet.

If it feels as if your tires have lost traction with the surface of the road you should:

- Ease your foot off the gas pedal.
- Keep the steering wheel straight. Only try to turn if it's an emergency. If you must turn, do it slowly, or you will cause your vehicle to skid.
- Do not try to stop or turn until your tires are gripping the road again.

Adjusting to Traffic

Vehicles moving in the same direction at the same speed cannot hit one another. Crashes involving two or more vehicles often happen when drivers go faster or slower than other vehicles on the road.

Keep pace with traffic - If you are going faster than traffic, you will have to keep passing others. Each time you pass someone, there is a chance for a collision. The vehicle you are passing may change lanes suddenly or on a two-lane road, an oncoming vehicle may appear suddenly. Slow down and keep pace with other traffic. Speeding does not save more than a few minutes an hour.

Going much slower than other vehicles can be just as bad as speeding. It tends to make vehicles bunch up behind you and causes the other traffic to pass you. If vehicles are lined up behind you, pull over when safe to do so and let them pass. You should either drive faster or consider using a road with slower speeds.

Entering into traffic - When you merge with traffic, try to enter at the same speed that traffic is moving. High speed roadways generally have ramps to give you time to build up your speed. Use the ramp to reach the speed of other vehicles before you pull onto the road. Do not drive to the end of the ramp and stop or you will not have enough room to get up to the speed of traffic. Also, drivers behind you will not expect you to stop. If they are watching the traffic on

the main road, you may be hit from the rear. If you have to wait for space to enter a roadway, slow down on the ramp so you have some room to speed up before you have to merge.

Leaving traffic - Keep up with the speed of traffic as long as you are on the main road. If the road you are traveling has exit ramps, do not slow down until you move onto the exit ramp. When you turn from a high speed, two-lane roadway, try not to slow down too early if you have traffic following you. Tap your brakes and reduce your speed quickly but safely.

Slow moving traffic - Some vehicles cannot travel very fast or have trouble keeping up with the speed of traffic. If you spot these vehicles early, you have time to change lanes or slow down safely. Slowing suddenly can cause a traffic accident.

- Watch for large trucks and small under powered cars on steep grades or when they are entering traffic. They can lose speed on long or steep hills, and it takes longer for these vehicles to get up to speed when they enter traffic.

- Farm tractors, animal-drawn vehicles, and roadway maintenance vehicles usually go 25 mph or less. These vehicles should have a slow-moving vehicle decal (an orange triangle) on the back.

Trouble spots - Wherever people or traffic gather, your room to maneuver is limited. You need to lower your speed to have time to react in a crowded space. Here are some of the places where you may need to slow down:

- Shopping centers, parking lots, and downtown areas - These are busy areas with vehicles and people stopping, starting and moving in different directions.

- Rush Hours - Rush hours often have heavy traffic and drivers that always seem to be in a hurry.

- Narrow bridges and tunnels - Vehicles approaching each other are closer together.

- Schools, playgrounds, and residential streets - These areas often have children present. Always be alert for children crossing the street, or running or riding into the street, without looking.

- Railroad crossings - you need to make sure that there are no trains coming and that you have room to cross. Some crossings are bumpy so you need to slow down to safely cross.

Interstate Highway Driving

Traffic on an interstate highway normally moves more safely and smoothly because there are fewer places for the type of problems that cause accidents. Crossings don't exist. However, the accidents that do happen are usually serious. As a driver you need to know and follow some basic rules and practices to drive on an interstate highway.

Entering the Interstate

You get on the interstate by using an entrance ramp. Be alert for “DO NOT ENTER” and “WRONG WAY” signs that warn you are on the exit ramp. The entrance ramp usually takes you to an acceleration lane. Its purpose is to let you match your speed to that of interstate traffic.

As you approach the interstate:

1. Check over your shoulder for a gap in the traffic on the interstate.

2. Adjust your speed to meet that gap and signal.

3. DO NOT STOP unless there is no gap in traffic.

4. As you merge, make sure you are driving about the same speed as other traffic.

If another vehicle is ahead of you on the entrance ramp, be ready in case it slows or stops without warning. Don't forget that traffic on the interstate has the right-of-way. You can't always count on other drivers seeing you or moving over to give you room to enter.

Proper Driving Techniques on the Interstate

Once you are on the interstate, you should follow these driving rules:

- Maintain steady speed. Keep pace with other traffic. Obey posted speed limits.
- Don't follow too closely to the vehicle in front of you. Always leave at least a three-second space cushion between you and the vehicle ahead. When the weather is bad or the pavement is slick, double or triple the time. Rear-end collisions are the most frequent type of accidents on the interstate.
- Watch for vehicles entering the interstate. If it is safe, move left to allow them a smooth, safe entry.
- Avoid unnecessary lane changing. Stay in the right lane unless overtaking and passing another vehicle.
- Signal lane changes.
- Pass with caution. Check your blind spots when making lane changes. Make sure you can see the vehicle you are passing in your rear-view mirror before pulling back in. REMEMBER-If you are passing a truck or bus, wait longer before pulling back in because that driver has purposely left a larger space cushion ahead of his vehicle. If you pull back in as soon as you see the vehicle in your inside rearview mirror, you destroy the space cushion the truck or bus driver has established for their vehicle.
- If you miss your exit, go on to the next exit. Backing up on the interstate is prohibited under any circumstances.
- You must not cross the median of an interstate highway.
- To avoid drowsiness open the windows to get fresh air, sing along with the radio, keep moving your eyes and do not stare in one direction.

How Well Can You See?

If something is in your path and you need to stop, you need to see it in time to be able to stop. It takes much longer and further to stop than many people think. If you have good tires and brakes and dry pavement:

- At 75 mph, it can take about 600 feet to react to something you see and bring your vehicle to a stop.
- At 65 mph, it can take about 475 feet to stop.

If you cannot see 600 feet ahead, it means you may not be driving safely at 75 mph. If you cannot see 475 feet ahead, you may not be driving safely at 65 mph. By the time you see an object in your path, it may be too late to stop without hitting it.

Here are some things that limit how well you can see and hints you can follow to be a safer driver.

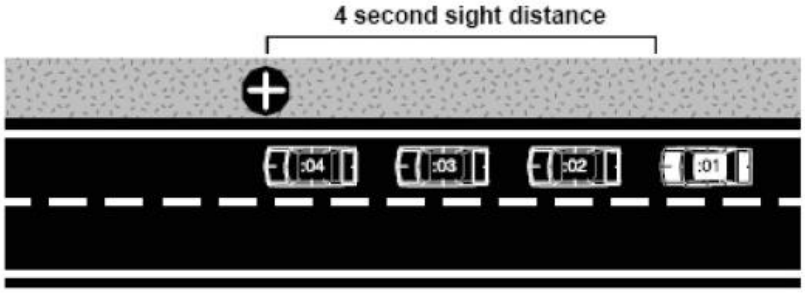
Darkness - It is harder to see at night. You must be closer to an object to see it at night than during the day. You must be able to stop within the distance you can see ahead with your headlights. Rain, fog or snow - In a very heavy rain, snowstorm, or thick fog, you may not be able to see much more than 200 feet ahead. When you cannot see any farther than that, you cannot safely drive faster than 30 mph. In a very heavy downpour, you may not be able to see well enough to drive. If this happens, pull off the road in a safe place and wait until it clears.

Hills and curves - You may not know what is on the other side of a hill or just around a curve, even if you have driven the road many times. If a vehicle is stalled on the road just over a hill or around a curve, you must be able to stop. Whenever you come to a hill or curve where you cannot see over or around, adjust your speed so you can stop if necessary.

Parked vehicles - Vehicles parked along the side of the road may block your view. People may be ready to get out of a vehicle or walk out from between parked vehicles. Give parked vehicles as much room as you can.

Sight-distance rule - Drive at a speed where you can always safely stop. To tell if you are driving too fast for conditions, use the "Four Second Sight Distance Rule." Pick out a stationary object as far ahead as you can clearly see (e.g. a sign or a telephone pole). Start counting "one-one-thousand, two-one-thousand, three-one-thousand, four-one-thousand." If you reach the object before you finish saying "four-one-thousand," you need to slow down. You are going too fast for your sight-distance. You must not drive faster than the distance you can see. If you do, you are not safe and could injure or kill yourself or others.

You should also use the "Four Second Sight Distance Rule" at night to make sure you are not "over-driving your headlights."



Speed limits - You must comply with speed limits. They are based on the design of the road, and the type of vehicles that use them. They take into account things you cannot see, such as side roads and driveways where people may pull out suddenly, and the amount of traffic that uses the road.
Remember, speed limits are posted for ideal conditions. If the road is wet or icy, if you cannot see well, or if traffic is heavy, then you must slow down. Even if you are driving under the posted speed limit, you can get a ticket for traveling too fast under these conditions.

Sharing Space

You always must share the road with others. The more distance you keep between yourself and everyone else, the more time you have to react. This space is like a safety cushion. The more you have, the safer it can be. This section describes how to make sure you have enough space around you when you drive.

Space Ahead

Rear-end crashes are very common. They are caused from drivers following too closely to be able to stop before hitting the vehicle ahead when it suddenly stops. There is an easy way to tell if you are following too closely. It is called the "three-second rule," and it works at any speed.

- Watch for when the rear of the vehicle ahead passes a sign, pole, or any other stationary point.
- Count the seconds it takes you to reach the same spot. ("One-thousand-one, one-thousand-two, one-thousand-three.")
- You are following too closely if you pass the mark before you finish counting.
- If so, drop back and then count again at another spot to check the new following distance. Repeat until you are following no closer than "three seconds."

There are situations where you need more space in front of your vehicle. In the following situations, you may need a four second following distance to be safe.

- On slippery roads - Because you need more distance to stop your vehicle on slippery roads, you must leave more space in front of you. If the vehicle ahead suddenly stops, you will need the extra distance to stop safely.
- When the driver behind you wants to pass - Slow down to allow room in front of your vehicle. Slowing also will allow the pass to be completed sooner.
- When following motorcycles - If the motorcycle should fall, you need extra distance to avoid the rider. The chances of a fall are greatest on wet or icy roads, gravel roads or metal surfaces such as bridges, gratings, or streetcar or railroad tracks.
- When following drivers who cannot see you - The drivers of trucks, buses, vans or vehicles pulling campers or trailers may not be able to see you when you are directly behind them. They could stop suddenly without knowing you are there. Large vehicles also block your view of the road ahead. Falling back allows you more room to see ahead.
- When you have a heavy load or are pulling a trailer - The extra weight increases your stopping distance.
- When it is hard for you to see - When it is hard for you to see ahead because of darkness or bad weather, you need to increase your following distance.
- When being followed closely - If you are being followed closely, you should allow extra room by reducing speed to encourage the driver behind to pass. You will then be able to stop without being hit from behind.
- When following emergency vehicles - Police vehicles, ambulances, and fire trucks need more room to operate.

- When approaching railroad crossings - Leave extra room for vehicles required to come to a stop at railroad crossings, including transit buses, school buses, or vehicles carrying hazardous materials.

- When stopped on a hill or incline - Leave extra space when stopped on a hill or incline. The vehicle ahead may roll back when it starts up.

Space Behind

It is not always easy to maintain a safe distance behind your vehicle. However, you can help keep the driver at a safe distance by keeping a steady speed and signaling in advance when you have to slow down or turn.

- Stopping to pick up or let off passengers - Try to find a safe place out of traffic to stop.

- Parallel parking - If you want to parallel park and there is traffic coming behind you, put on your turn signal, pull next to the space and allow following vehicles to pass before you park.

- Driving slowly - When you have to drive so slowly that you slow down other vehicles, pull to the side of the road when safe to do so and let them pass. There are “turnout” areas on some two lane roads you can use. Other two lane roads sometimes have “passing lanes.”

- Being tailgated - Every now and then you may find yourself being followed closely or “tailgated” by another driver. If you are being followed too closely and there is a right lane, move over to the right. If there is no right lane, wait until the road ahead is clear then reduce speed slowly. This will encourage the tailgater to drive around you. Never slow down quickly to discourage a tailgater, all that does is increase your risk of being hit from behind.

Space to the Side

You need space on both sides of your vehicle to have room to turn or change lanes.

- Avoid driving next to other vehicles on multi-lane roads. Someone may crowd your lane or try to change lanes and pull into you. Move ahead or drop back of the other vehicle.

- Keep as much space as you can between yourself and oncoming vehicles. On a two lane road, this means not crowding the center line. In general, it is safest to drive in the center of your lane.

- Make room for vehicles entering on a roadway that has two or more lanes. If there is no one next to you, move over a lane.

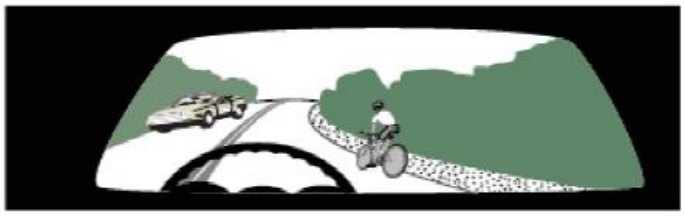
- Keep extra space between your vehicle and parked cars. Someone could step out from a parked vehicle or from between vehicles, or a parked vehicle could pull out.

- Give extra space to pedestrians or bicycles, especially children. They can move into your path quickly and without warning. Do not share a lane with a pedestrian or bicyclist. Wait until it is safe to pass in the adjoining lane.

- “Split the difference.” Split the difference between two hazards. For example, steer a middle course between oncoming and parked vehicles. However, if one is more dangerous than the other, leave a little more space on

the dangerous side. In this example, if the oncoming vehicle is a tractor-trailer, leave a little more room on the side that the truck will pass.

- When possible, take potential hazards one at a time. For example, if you are overtaking a bicycle and an oncoming vehicle is approaching, slow down and let the vehicle pass first so that you can give extra room to the bicycle.



Space to Merge

Anytime you want to merge with other traffic, you need a gap of about four seconds. If you move into the middle of a four second gap, both you and the vehicle that is now behind you have a two second following distance. You need a four-second gap whenever you change lanes, enter a roadway, or when your lane merges with another travel lane.

- Do not try to merge into a gap that is too small. A small gap can quickly become even smaller. Enter a gap that gives you a big enough space cushion to be safe.

- If you want to cross several lanes, take them one at a time. Like going up or down stairs one step at a time, it is safest and easiest to merge one lane at a time. It is very difficult to determine that all the lanes are free and safe to cross. If you wait until all the lanes are clear, you can tie up traffic and even cause a crash.

Space to Cross or Enter

When you cross traffic, you need a large enough gap to get all the way across the road. When you enter traffic, you need enough space to first turn and then to get up to speed.

- When you cross traffic, you need room to get all the way across. Stopping halfway across is only safe when there is a median divider large enough for your vehicle. Do not stop in a divider where part of your vehicle is sticking into traffic.

- If you are turning left, make sure there are no vehicles or pedestrians blocking your path. You do not want to be caught waiting for a path to clear while stuck across a lane that has vehicles coming towards you.

- Even if you have the green light, do not start across the intersection if there are vehicles blocking your way. If you are caught in the intersection when the light changes to red, you will block other traffic. You can get a ticket for blocking an intersection.

- Never assume another driver will share space with you or give you space. For example, do not turn just because an approaching vehicle has a turn signal on. The driver may plan to turn after they pass your vehicle or may have forgotten to turn the signal off from a prior turn. This is particularly true of motorcycles as their signals often do not cancel by themselves. Wait until the other driver actually starts to turn and then go if it is safe to do so.

Space to Pass

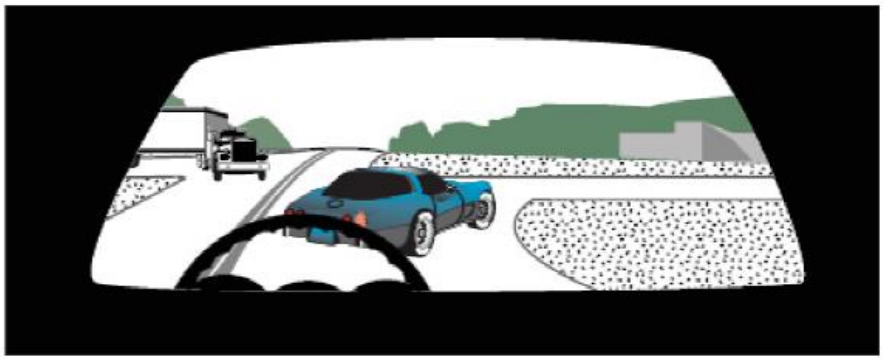
Whenever signs or road markings permit you to pass, you will have to judge whether you have enough room to pass safely. Do not count on having enough time to pass several vehicles at once. Be safe. As a general rule only pass one vehicle at a time.

- Oncoming vehicles - At a speed of 55 mph, you need about 10 seconds to pass. That means you need a 10 second gap in oncoming traffic and sight-distance to pass. You must judge whether you will have enough space to pass safely.

- At 55 mph you will travel over 800 feet in 10 seconds. So will an oncoming vehicle. That means you need over 1600 feet or about one-third of a mile to pass safely. It is hard to judge the speed of oncoming vehicles at this distance. They do not seem to be coming as fast as they really are. A vehicle that is far away generally appears to be standing still. In fact, if you can actually see that it is coming closer, it may be too close for you to pass. If you are not sure, wait to pass until you are sure that there is enough space.

- Hills and curves - You have to be able to see at least one-third of a mile or about 10 seconds ahead. Anytime your view is blocked by a curve or a hill, you should assume that there is an oncoming vehicle just out of sight. Therefore, you should treat a curve or a hill as you do an oncoming vehicle. This means you should not start to pass if you are within one-third of a mile of a hill or curve.

- Intersections - It is dangerous and unlawful to pass where a vehicle is likely to enter or cross the road. Such places include intersections, railroad crossings and shopping center entrances. While you are passing, your view of people, vehicles or trains can be blocked by the vehicle you are passing. Also, drivers turning right into the approaching lane will not expect to find you approaching in their lane. They may not even look your way before turning.



- Lane restrictions - Before you pass, look ahead for road conditions and traffic that may cause other vehicles to move into your lane. You might lose your space for passing because of:
    - people or bicyclists near the road,
    - a narrow bridge or other situation that causes reduced lane width, or
    - patch of ice, pot hole, or something on the road.

- Space to return - Do not pass unless you have enough space to return to the driving lane. Do not count on other drivers to make room for you.

- Railroad grade crossing - Do not pass if there is a railroad grade crossing ahead.

Before you return to the driving lane, be sure to leave enough room between yourself and the vehicle you have passed. When you can see both headlights of the vehicle you have just passed in your rear-view mirror, it is safe to return to the driving lane.

Space for Special Situations

There are certain drivers and other road users you should give extra room. Some are listed here.

Those who cannot see you - Anyone who cannot see you may enter your path without knowing you are there. Those who could have trouble seeing you include:

- drivers at intersections or driveways whose view is blocked by buildings, trees, or other vehicles,

- drivers backing into the roadway or backing into or pulling out of parking spaces,

- drivers whose windows are covered with snow or ice or are steamed-up, or

- pedestrians with umbrellas in front of their faces or with their hats pulled down.

People who are distracted - Even when others can see you, allow extra room or be extra cautious if you think they may be distracted. People who may be distracted include:

- delivery persons,

- construction workers, or

- children or drivers who are not paying attention to their driving.

People who may be confused - People who are confused may cause an unsafe situation. People who may be confused include:

- tourists or others who do not seem to know where they are going,

- drivers who slow down for what seems like no reason, or

- drivers looking for street signs or house numbers.

Drivers in trouble - If another driver makes a mistake, do not make it worse. Drivers who pass you when they do not have enough room, for example. Slow down and let them return to the drive lane safely. If another driver needs to suddenly change lanes, slow down and let them merge. These gestures will keep traffic moving smoothly and safely.

Separate Risks

Another defensive driving technique is to separate risks. Take risks one at a time whenever possible. For example, suppose that you IDENTIFIED some joggers running on the edge of the road and an oncoming truck. You PREDICT that

you, the oncoming vehicle, and the joggers will all meet at about the same time. To separate risks make a DECISION to speed up or slow down in order to pass the joggers before or after the truck. Finally EXECUTE your decision and pass the truck and the joggers one at a time. You controlled the space to the sides by separating the risks. This gives you space to move in case of an emergency.

Compromise Space

A final defensive driving technique is compromise. When you cannot separate risks and must deal with two or more at the same time, compromise by giving the most room to the worst danger. For example, suppose you are on a two lane street and there are oncoming cars to your left and a child riding a bike to your right. Since the child is more likely to move suddenly than the oncoming cars, the child is the greater danger and you need a larger space cushion to the right. Move closer to the center line and oncoming car to create a bigger space cushion to the right. Although if traffic permits, the safest action would be to pass the bicyclist after the oncoming car passes the bicyclist.

Sharing the Road with Large Trucks and Buses

Due to their size, large trucks and buses present unique problems to motorists who share the highway with them. A loaded truck with good tires and properly adjusted brakes traveling at 55 miles per hour on a clear, dry roadway requires a minimum of 290 feet to come to a complete stop. Buses may require a minimum of 300 feet to come to a complete stop.

Trucks and buses require more room than automobiles to execute turns, make lane changes, and for other driving maneuvers.

Trucks and buses have blind spots called No-Zones. No-Zones are the areas around trucks and buses where cars (1) "disappear" into blind spots or (2) are so close that they restrict the truck or bus driver's ability to stop or maneuver safely. Both types of No-Zones greatly increase the potential for a crash. Know the NO-ZONE.

Points to Remember

Backing Up

When a truck is backing up, it sometimes must temporarily block the street to maneuver its trailer accurately. Buses are not backed up unless it is absolutely necessary. Never pass close behind a truck that is preparing to back up or is in the process of backing up. Remember, most trailers and buses are 8 1/2 feet wide and can completely hide objects that suddenly come between them and a loading area. So if you try to pass behind a truck or bus, you enter a (NO-ZONE) blind spot for you and the truck or bus driver.

Passing

Another No-Zone is just in front of trucks and buses. One of the biggest mistakes you can make is to cut in too soon and slow down after passing. Because of their size and weight, trucks and buses need a much greater distance to stop than cars. If you don't give them enough space, you run the risk of being hit from behind. So be sure to maintain a consistent speed when passing and don't pull in front of a truck or bus until you can see the entire front of the vehicle in your rear-view mirror.

Rear Blind Spots

Unlike automobiles, trucks and buses have deep blind spots directly behind them. If you tailgate, not only do you make it impossible for a driver to see you, but you also cut off your own view of traffic flow. Staying in this No-Zone is almost like inviting a collision.

An additional potential hazard is created if the truck or bus blows a tire and you are following too closely. The debris may strike your vehicle and cause damage to your vehicle, loss of control, bodily injury, or death.

Side Blind Spots

Trucks and buses have much larger blind spots on both sides than cars do. When you travel in these blind spots for any length of time, you can't be seen by the driver. If the truck or bus driver needs to make an emergency maneuver or change lanes, they won't be able to see you and a crash could result. Trucks also have an additional blind spot beginning at the right side mirror and continuing forward to the bumper.

Wide Turns

Because of their size, trucks and buses need to move to the left lane in order to make a right turn. This is not an invitation for you to squeeze in on the right side. When making a wide turn, truck and bus drivers can't see vehicles directly behind or beside them. **Remember, if you can't see the driver in the driver's mirrors, the driver can't see you.**

Merging

Merging traffic should keep moving and enter highways at the same speed as the existing traffic flow. Do not merge in front of a truck or bus and then slow down. Remember, trucks and buses are unable to slow down as quickly as four wheel vehicles.

Trucks and buses do not accelerate at the same rate as automobiles. If a truck or bus has to stop on an acceleration lane when entering a freeway, it requires a long distance for the truck or bus to reach merging speed. Automobile drivers can assist the truck and bus drivers who are entering a freeway by maintaining the proper speed for the flow of traffic. This enables trucks and buses to smoothly enter the freeway. The truck or bus driver can then maintain speed and avoid having to stop.

Runaway Truck Ramps

Occasionally, trucks and buses lose their ability to brake. This is especially dangerous in mountainous terrain. In order to prevent serious accidents from occurring due to out-of-control vehicles, runaway truck ramps have been built. Never park on the ramp or even in the entrance. Not only is this illegal, it is inviting disaster. You may be depriving a driver of the chance to survive by denying him or her access to the runaway ramp. One indication of a runaway truck or bus is smoke coming from the brakes. So if you see a truck or bus with smoke coming from their brakes, get out of the way and/or do not get in front of the vehicle.

Construction Areas

Exercise extreme caution and courtesy in construction areas. Under normal conditions, highways are sign posted and the lanes are clearly marked. In construction areas, these items may not exist. Do not suddenly pull in front of a truck or bus and stop abruptly. The truck or bus driver may not see you or may not be able to stop in time.

Bus Related Issues

Inter-city buses make frequent stops. If you do not want to get caught behind a bus when they make a stop, then "Read the Road" ahead. If you see a bus ahead of you, move to another lane of traffic before the bus stops. Additionally, if you are passing a parked bus, do so with care as the bus may start to move out into your lane of traffic.

Another important consideration is to remember that as with school buses, children have been known to run in front of inter-city buses and in front of on-coming traffic. Drivers should also be alert for pedestrians running to catch a bus. In summary, be cautious when passing a parked bus and be on the lookout for pedestrians running in front of your vehicle.

Articulated buses present an additional hazard due to tail swing, where the rear of the bus "swings" out into traffic. The swing on the articulated buses is approximately 3 feet. Allow enough room between your vehicle and the rear of articulated buses to accommodate the tail swing.

Generally speaking, the bigger they are:

- The bigger their blind spots.
- The more room they need to maneuver
- The longer it takes them to stop
- The longer it takes them to accelerate
- The longer it takes to pass them
- The more likely you're going to be the loser in a collision.

Remember, the smaller the vehicle you are driving, the harder it is for truck and bus drivers to see you.

Let's share the road safely with large trucks and buses. Don't hang out in the No-Zone. Exercise courtesy and common sense when driving.

Be in Shape to Drive

Driving safely is not always easy. In fact, it is one of the most complex things that people do. It also is one of the few things we do regularly that can injure or kill us. It is worth the effort to be a careful driver.

Being a safe driver takes a lot of skill and judgment. This task is even more difficult when you are just learning to drive. Driving can easily take every ability you have. If anything happens so you are not up to your ability, you may not be a safe driver. Your ability to be a safe driver depends on being able to see clearly, not being overly tired, not driving while on drugs, being generally healthy, and being emotionally fit to drive. In other words, being in “shape” to drive safely.

Vision and Hearing

Vision

Good vision is a must for safe driving. You drive based on what you see. If you cannot see clearly, you will have trouble identifying traffic and road conditions, spotting potential trouble, or reacting in a timely manner.

Vision is so important that South Dakota requires that you pass a vision test before you get a driver license. To qualify for a driver license without restrictions, an applicant shall score 20/40 or better with both eyes, but no worse than 20/50 in either eye.

Other important aspects of vision are:

- Side vision - You need to see “out the corner of your eye.” This lets you spot vehicles and other potential trouble on either side of you while you look ahead. Because you cannot focus on things to the side, you also must use your side mirrors and glance to the side if necessary.

- Judging distances and speeds - Even if you can see clearly, you still may not be able to judge distances or speeds very well. In fact, you are not alone; many people have problems judging distances and speeds. It takes a lot of practice to be able to judge both. It is especially important in knowing how far you are from other vehicles and judging safe gaps when merging and when passing on two lane roads, or when judging the speed of a train before crossing tracks safely.

- Night vision - Many people who can see clearly in the daytime have trouble seeing at night. It is more difficult for everyone to see at night than in the daytime. Some drivers have problems with glare while driving at night, especially with the glare of oncoming headlights. If you have problems seeing at night, don’t drive more than is necessary and be very careful when you do.

Because seeing well is so important to safe driving, you should have your eyes checked every year or two by an eye specialist. You may never know you have poor vision unless your eyes are tested.

If you need to wear glasses or contact lenses for driving, remember to:

- Always wear them when you drive, even if it is only to run down to the corner. If your driver license says you must wear corrective lenses, and you are not wearing them, you could get a ticket if you are stopped.

- Try to keep an extra pair of glasses in your vehicle. If your regular glasses are broken or lost, you can use the spare pair to drive safely. This also can be helpful if you do not wear glasses all the time as it is easy to misplace them.

- Avoid using dark glasses or tinted contact lenses at night, even if you think they help with glare. The problem is that they cut down the light that you need to see clearly.

Hearing

Hearing can be helpful to safe driving. The sound of horns, a siren, or screeching tires can warn you of danger. Hearing problems, like bad eyesight, can come on so slowly that you do not notice it. Drivers who know they are deaf or have hearing problems can adjust and be safe drivers. These drivers learn to rely more on their vision and tend to stay more alert. Studies have shown that the driving records of hearing impaired drivers are just as good as those drivers with good hearing.

Fatigue

You cannot drive as safely when you are tired as when you are rested. You do not see as well, nor are you as alert. It takes you more time to make decisions and you do not always make good decisions. You can be more irritable and can get upset more easily. When you are tired, you could fall asleep behind the wheel and crash, injuring or killing yourself or others.

There are things you can do to help from getting tired on a long trip:

- Try to get a normal night's sleep before you leave.
- Do not leave on a trip if you are already tired. Plan your trips so you can leave when you are rested.
- Do not take any medicine that can make you drowsy.
- Eat lightly. Do not eat a large meal before you leave. Some people get sleepy after they eat a big meal.
- Take breaks. Stop every hour or so or when you need to. Walk around, get some fresh air and have some coffee, soda, or juice. The few minutes spent on a rest break can save your life. Plan for plenty of time to complete your trip safely.
- Try not to drive late at night when you are normally asleep. Your body thinks it is time to go to sleep and will try to do so.
- Never drive if you are sleepy. It is better to stop and sleep for a few hours than to take a chance you can stay awake. If possible switch driving tasks with another driver so you can sleep while they drive.

Drinking and Driving

Alcohol is involved in about 40% of the traffic crashes in which someone is killed. If you drink alcohol, even a little, your chances of being in an accident are much greater than if you did not drink any alcohol.

No one can drink alcohol and drive safely, even if you have been driving for many years. New drivers are more affected by alcohol than experienced drivers because they are still learning to drive. Small amounts of alcohol are likely to increase the number of errors dramatically.

Because drinking alcohol and then driving is so dangerous, the penalties are very tough. People who drive after drinking risk heavy fines, higher insurance rates, loss of license, and even jail sentences.

Why is Drinking and Driving so Dangerous?

Alcohol reduces all of the important skills you need to drive safely. Alcohol goes from your stomach into your blood and to all parts of your body. It reaches your brain in 20 to 40 minutes. Alcohol affects those areas of your brain that control judgment and skill. This is one reason why drinking alcohol is so dangerous; it affects your judgment. Good judgment is important to driving but in this case, judgment helps you to know when to stop drinking. In a way, it's like alcohol puts good judgment on hold. You do not know when you have had too much to drink until it is too late. It is a little like a sunburn, by the time you feel it, it is already too late.

Alcohol slows your reflexes and reaction time, reduces your ability to see clearly and makes you less alert. As the amount of alcohol in your body increases, your judgment worsens and your skills decrease. You will have trouble judging distances, speeds, and the movement of other vehicles. You will also have trouble controlling your vehicle.

When alcohol reaches the stomach, it is absorbed directly into the bloodstream. As more and more alcohol is absorbed, the percentage of alcohol in the blood gets higher and higher. A person may feel the effects of alcohol shortly after starting to drink. The effects will increase with the passage of time since it takes 30 to 40 minutes to totally absorb the alcohol contained in a single drink. Food or milk in the stomach slows absorption. At the end of a two hour period,

however, it won't matter if you had been drinking on a full stomach or not. If two persons of equal weight drink the same amount, they will have about the same Blood Alcohol Concentration (BAC) at the end of the two hour period. **TIME IS THE ONLY SIGNIFICANT FACTOR IN REDUCING BAC LEVELS.**

Approximately 90% of the alcohol is eliminated from the body by the liver. It is eliminated at a constant rate and this rate is about the same for all persons. This rate is equal to just about one drink per hour. It can NOT be speeded up. **SHOWERING, DRINKING COFFEE, OR EXERCISING IN AN EFFORT TO SOBER UP IS USELESS.** Nothing you do can make your liver work any faster. Only time can do the job.

If You Drink, When Can You Drive?

The best advice is if you drink alcohol, do not drive. Even one drink of alcohol can affect your driving.

An alcohol drink is 1 1/2 oz. of 80-proof liquor (one shot glass) straight or with a mixer, 12 oz. of beer (a regular size can, bottle, mug or glass) or a 5 oz. glass of wine. Specialty drinks can have more alcohol in them and are the same as having several normal drinks.
It takes about an hour for your body to get rid of each drink. So even if you have spread out your drinks, you should stop drinking at least one hour before you have to drive. There is no way to sober up quickly. Coffee, fresh air, exercise, or cold showers will not help. Time is the only thing that will sober you up.

There are ways of dealing with social drinking situations. Arrange to go with two or more persons and agree which one of you will not drink alcohol. You can rotate among the group being a “designated driver.” You can use public transportation or use a cab, if available.

There are ways to slow down the effects of drinking alcohol. The best is to increase the amount of time between drinks. Another is to eat before and while you are drinking. Food slows down how fast alcohol gets into your blood. Starchy foods like potato chips, pretzels, bread, and crackers are best. Remember, food only slows when the alcohol gets into your blood, it will not keep you from getting drunk.

Effects of Body Weight

As indicated before, the amount of alcohol in the blood is called Blood Alcohol Concentration or BAC. For example, a BAC of .02% means that for every 100 ounces of blood in the body there are .02 ounces of alcohol. Also, a BAC of .10% means that for every 100 ounces of blood there are .10 ounces of alcohol. The alcohol is diluted by the blood and all of the other body fluids. Heavier people have more blood and body fluids which dilute a given amount of alcohol more than a lighter person's blood and fluids. If a heavy person and light person drank the same amount of alcohol, the heavy person would have a lower BAC because there is more body fluid to dilute the alcohol.

Effects on Decision Making: Alcohol seriously impairs the ability to judge and make accurate decisions because the ability to IDENTIFY, PREDICT, DECIDE and EXECUTE are seriously reduced.

1) **IDENTIFY**: The sharpness and clarity of senses such as vision, hearing and body position are reduced. Studies show that a person's ability to detect hazards in a pattern of traffic is seriously affected. There is a tendency for impaired drivers to fix their vision on a particular object. The ability to detect persons and vehicles to the side is almost completely lost. Other studies show loss of distance judgment and hearing. The impairment of deep muscle feelings causes persons with relatively high BAC's to lose their sense of body position. With increasing impairment, drivers may fade across the center line, wander from lane to lane, or even run off the roadway.

AS YOUR BAC RISES IT BECOMES INCREASINGLY DIFFICULT TO IDENTIFY PERSONS AND VEHICLES THAT COULD CAUSE YOU TO CHANGE SPEED OR TO TURN.

2) **PREDICT**: Driving with the reduced ability to see, hear, and feel body position is at best hazardous. You know that drivers must predict what other vehicles could do to cause them problems. Increasing amounts of alcohol change the predictions that a driver makes.

PREDICTING IS BASED ON JUDGMENT AND JUDGMENT IS AMONG THE FIRST OF A PERSON'S MENTAL ABILITIES TO BECOME SERIOUSLY IMPAIRED.

3) **DECIDE**: It is little wonder that decisions based on faulty sense, faulty judgments, and poor predictions are likely to be wrong. A false sense of confidence and lack of good judgment cause the person to lose the ability to make the critical decision to stop drinking. The same false confidence and lack of good judgment lead to highly questionable decisions in emergency situations.

PERSONS WHO ARE DRINKING ARE NOT LIKELY TO RECOGNIZE THAT THEY ARE IMPAIRED.

4) **EXECUTE**: In demonstrations using driving simulators, test subjects often turned left when they thought they were turning right. They jammed on the accelerator when they thought they were applying the brakes. This happened even though the persons being tested were sober by outward appearances and legal definition. Their BACs were between .05% and .09% when the errors were made. Other experiments have shown that reaction time can increase by two-fifths of a second even with a BAC as low as .05%. When traveling at 55 m.p.h., a vehicle will travel an additional 32 feet before the impaired driver can start to slow. Even at lower speeds, the two-fifths of a second could make the difference between a near miss and a crash.

AS BAC INCREASES, THE CHANCES OF A DRIVER MAKING AN INCORRECT ACTION ARE GREATLY INCREASED.

Health

Many health problems can affect your driving — a bad cold, infection, or virus. Even little problems like a stiff neck, a cough, or a sore leg can affect your driving. If you are not feeling well and need to go somewhere, let someone else drive.

Some conditions can be very dangerous:

- Epilepsy - So long as it is under medical control, epilepsy generally is not dangerous.

- Diabetes — Diabetics who take insulin should not drive when there is any chance of an insulin reaction, blackout, convulsion or shock. Such a situation could result from skipping a meal or snack or from taking the wrong amount of insulin. It also might be a good idea to have someone else drive for you during times when your doctor is adjusting your insulin dosage. If you have diabetes, you also should have your eyes checked regularly for possible night blindness or other vision problems.

- Heart condition — People with heart diseases, high blood pressure, or circulation problems or those in danger of a blackout, fainting, or a heart attack should not get behind the wheel. If you are being treated by a doctor for a heart condition, ask if the condition could affect your driving safely.

Emotions

Emotions can have a great effect on your driving safely. You may not be able to drive well if you are overly worried, excited, afraid, angry, or depressed.

- If you are angry or excited, give yourself time to cool off. If necessary, take a short walk, but stay off the road until you have calmed down.

- If you are worried, down, or upset about something, try to keep your mind on your driving. Some find listening to the radio helps.

- If you are impatient, give yourself extra time for your driving trip. Leave a few minutes early. If you have plenty of time, you may not tend to speed or do other things that can get you a traffic ticket or cause a crash. Don't be impatient to wait for a train to cross in front of you. Driving around lowered gates or trying to beat the train can be fatal.

Alcohol and the Law

If you have physical control of a vehicle (you don't have to be driving) you can be arrested if your blood alcohol concentration (BAC) is over the legal limit. If you are arrested for drinking and driving, the penalties are severe. If you are placed under arrest for DWI or, if under 21, for Zero Tolerance (.02 to .08 BAC) by the police, you may be asked to take a chemical test to determine your BAC. You give your consent for a chemical test whenever you drive on a public highway. A Blood Alcohol Concentration of .08% (.02% if under 21 years of age) or more is evidence that you were driving under the influence of alcohol**. UPON CONVICTION OF DWI, YOU MUST PRESENT AN SR-22 "INSURANCE FILING" TO THE DEPARTMENT OF PUBLIC SAFETY AND MAINTAIN THIS INSURANCE FOR 3 YEARS FROM THE CONVICTION DATE OF THE VIOLATION.**

The penalties for driving under the influence are:

ZERO TOLERANCE (Under 21, .02% or more BAC)

First Offense is a Class 2 misdemeanor which is punishable by a fine and a 30-day loss of your driver license.

Second or Subsequent Offense is a Class 2 misdemeanor which is punishable by a fine and a 180- day loss of your driver license.

DWI (.08% or more BAC)

First offense is a Class 1 misdemeanor which is punishable by a fine up to $1,000.00, imprisonment up to one year, or both. You will also lose your driver license for a minimum of 30 days.

Second offense is a Class 1 misdemeanor which is punishable by a fine of up to $1,000.00, imprisonment up to one year, or both, and loss of driver license for a minimum of one year. If such person is convicted of driving without a license during that period, he/she shall be sentenced to the county jail for not less than three days, which may not be suspended.

Third offense is a Class 6 felony which is punishable by a fine of up to $2,000.00, imprisonment up to two years, and loss of driver license for no less than one year (after release from incarceration). If such person is convicted of driving without a license during that period, he/she shall be sentenced to the county jail for not less than ten days, which may not be suspended.

Small amounts of alcohol are likely to increase the number or errors dramatically.

ALCOHOL AFFECTS THE INEXPERIENCED DRIVER MORE THAN THE EXPERIENCED DRIVER.

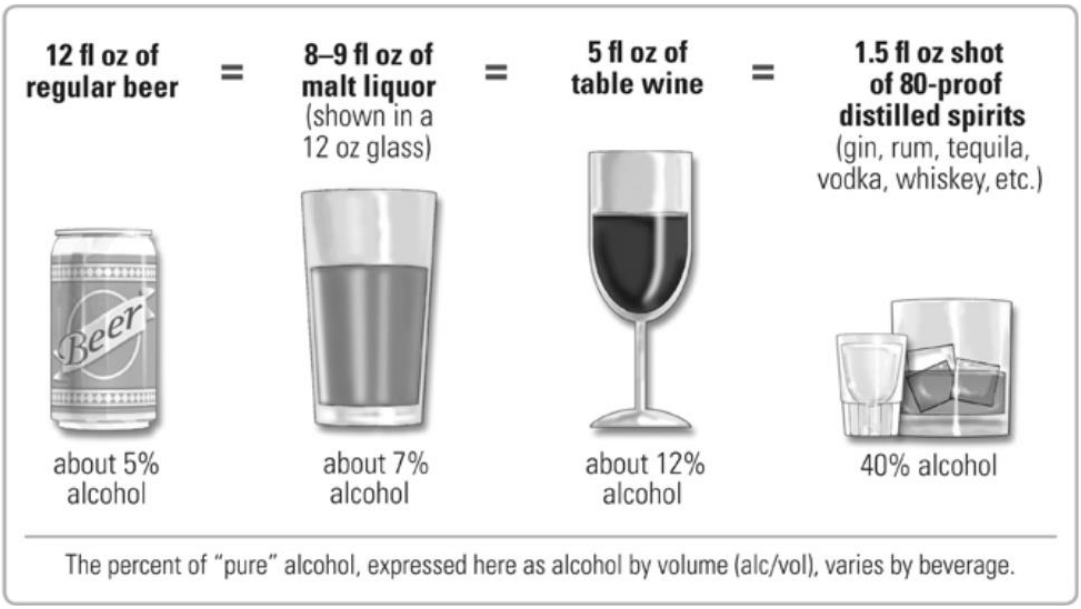
Other Drugs and Driving

Besides alcohol, there are many other drugs that can affect a person's ability to drive safely. These drugs can have effects like those of alcohol, or even worse. This is true of many prescription drugs and even many of the drugs you can buy without a prescription. Drugs taken for headaches, colds, hay fever, or other allergies or those to calm nerves can make a person drowsy and affect their driving. Pep pills, "uppers", and diet pills can make a driver feel more alert for a short time. Later, however, they can cause a person to be nervous, dizzy, unable to concentrate, and they can affect your vision. Other prescription drugs can affect your reflexes, judgment, vision, and alertness in ways similar to alcohol.

If you are driving, check the label before you take a drug for warnings about its effect. If you are not sure it is safe to take the drug and drive, ask your doctor or pharmacist about any side effects.

Never drink alcohol while you are taking other drugs. These drugs could multiply the effects of alcohol or have additional effects of their own. These effects not only reduce your ability to be a safe driver but could cause serious health problems, even death.

Illegal drugs are not good for your health and affect your ability to be a safe driver. For example, studies have shown that people who use marijuana make more mistakes, have more trouble adjusting to glare, and get arrested for traffic violations more than other drivers.



Many people think that drunkenness is determined by outward signs. They have in mind individuals who stagger, slobber, or put lamp shades on their heads. These acts may reflect drunkenness, but there are individuals who regularly drink to relatively high BAC's and do not show any of the outward signs. Even though they compensate and cover up their drunkenness, they increase their chances of being in a crash if they drive with a BAC of .05% or higher. **AS A PERSON'S BAC RISES, THEIR ABILITY TO JUDGE AND MAKE ACCURATE DECISIONS IN TRAFFIC BECOMES MORE AND MORE IMPAIRED.**

WEIGHT	DRINKS (ONE HOUR PERIOD)		
100	1 2 3 4	5 6 7 8 9	10 11 12
120	1 2 3 4	5 6 7 8 9	10 11 12
140	1 2 3 4	5 6 7 8 9	10 11 12
160	1 2 3 4	5 6 7 8 9	10 11 12
180	1 2 3 4	5 6 7 8 9	10 11 12
200	1 2 3 4	5 6 7 8 9	10 11 12
220	1 2 3 4	5 6 7 8 9	10 11 12
240	1 2 3 4	5 6 7 8 9	10 11 12
	PRUDENT BAC TO 0.06	DO NOT DRIVE 0.05 - 0.09	DO NOT DRIVE 0.10 AND UP

Emergencies

All drivers sooner or later will find themselves in an emergency situation. As careful as you are, there are situations that could cause a problem for you. If you are prepared, you may be able to prevent any serious outcomes.

Vehicles Emergencies

There is always a chance of a vehicle problem while driving. You should follow the recommended maintenance schedule listed in the vehicle owner's manual. Following these preventive measures greatly reduces the chance your vehicle will have a problem. Possible vehicle failures and what you can do if they happen are listed below.

Brake Failure

If your brakes stop working:

- Pump the brake pedal several times. This will often build up enough brake pressure to allow you to stop.
- If that does not work, use the parking brake. Pull on the parking brake handle slowly so you will not lock the rear wheels and cause a skid. Be ready to release the brake if the vehicle does start to skid.
- If that does not work, start shifting to lower gears and look for a safe place to slow to a stop. Make sure the vehicle is off the roadway. Do not drive the vehicle without brakes.

Tire Blowout

If a tire suddenly goes flat:

- Hold the steering wheel tightly and keep the vehicle going straight.
- Slow down gradually. Take your foot off the gas pedal and use the brakes lightly.

- Do not stop on the road if at all possible. Pull off the road in a safe place.

Power Failure
If the engine dies while you are driving:

- Keep a strong grip on the steering wheel. Be aware that the steering may be difficult to turn, but you can turn it.
- Pull off the roadway. The brakes will still work but you may have to push very hard on the brake pedal.

Headlight Failure
If your headlights suddenly go out:

- Try the headlight switch a few times.
- If that does not work, put on the emergency flashers, turn signals, or fog lights if you have them.
- Pull off the road as soon as possible.

Gas Pedal Sticks
The motor keeps going faster and faster:

- Keep your eyes on the road.
- Quickly shift to neutral.
- Pull off the road when safe to do so.
- Turn off the engine.

Avoiding Collisions

When it looks like a collision may happen, many drivers panic and fail to act. In some cases they do act, but they do something that does not help to reduce the chance of the collision. There almost always is something you can do to avoid the crash or reduce the impact of the crash. In avoiding a collision, drivers have three options: stop, turn, or speed up.

Stopping Quickly

Many newer vehicles have an ABS (Antilock Braking System). Be sure to read the vehicle owner's manual on how to use the ABS. The ABS system will allow you to stop without skidding. In general, if you need to stop quickly:

With ABS - If you have an antilock braking system and you need to stop quickly:

- Press on the brake pedal as hard as you can and keep pressing on it.

- You might feel the brake pedal pushing back when the ABS is working. Do not let-up on the brake pedal. The ABS system will only work with the brake pedal pushed down.

Without ABS - If you must stop quickly and you do not have an antilock braking system:

- You can cause the vehicle to go into a skid if you brake too hard.
- Apply the brakes as hard as you can without locking them.
- If the brakes lock-up, you will feel the vehicle start to skid. Quickly let up on the brake pedal.
- As soon as the vehicle stops skidding, push down on the brake pedal again. Keep doing this until the vehicle has stopped.

Turning Quickly

In most cases, you can turn the vehicle quicker than you can stop it. You should consider turning in order to avoid a collision.

Make sure you have a good grip with both hands on the steering wheel. Once you have turned away or changed lanes, you must be ready to keep the vehicle under control. Some drivers steer away from one collision only to end up in another. Always steer in the direction you want the vehicle to go.
With ABS - One aspect of having ABS, is that you can turn your vehicle while braking without skidding. This is very helpful if you must turn and stop or slow down.

Without ABS - If you do not have ABS, you must use a different procedure to turn quickly. You should step on the brake pedal, then let-up and turn the steering wheel. Braking will slow the vehicle, put more weight on the front tires, and allow for a quicker turn. Do not lock-up the front wheels while braking or turn so sharply that the vehicle can only plow ahead.
Remember that generally it is better to run off the road than to crash head-on into another vehicle.

Road Construction – Special care is needed whenever the normal pattern of highway traffic is changed by construction. A flag person may be stationed on the shoulder of the road near the work site to protect the lives of the traveling public and the highway workers. If the flag person directs you to stop, do not proceed until you are directed to do so. Drive slowly and keep alert for workers or equipment that may enter into the traffic stream, causing you to slow or change lanes.

When driving in construction, stay in your lane and never cut off a car or truck trying to merge into a narrow construction zone.

Wheels off Road – If you should run off the road, there are certain things you can do which may save your life:

1. Don’t Panic.
2. Grip the steering wheel tightly and be prepared to withstand sudden shocks.
3. Stay on the shoulder. Ease off the accelerator.
4. Brake gently and slow gradually.
5. After speed has been reduced, check behind as well as ahead for oncoming traffic.
6. Turn sharply back onto the pavement.

Speeding Up
Sometimes it is best or necessary to speed up to avoid a collision. This may happen when another vehicle is about to hit you from the side or from behind and there is room to the front of you to get out of danger. Be sure to slow down once the danger has passed.

Dealing with Skids

Any road that is safe under normal conditions can be dangerous when it is wet or has snow or ice on it. High speeds under normal conditions also increase the possibility of a skid if you must turn or stop suddenly. Skids are caused when the tires can no longer grip the road. As you cannot control a vehicle when it is skidding, it is best not to cause your vehicle to skid in the first place. Skids are caused by drivers traveling too fast for conditions.

If your vehicle begins to skid:

• Stay off the brake. Until the vehicle slows, your brakes will not work and could cause you to skid more.

• Steer. Turn the steering wheel in the direction you want the vehicle to go. As soon as the vehicle begins to straighten out, turn the steering wheel back the other way. If you do not do so, your vehicle may swing around in the other direction and you could start a new skid.

• Continue to steer. Continue to correct your steering, left and right, until the vehicle is again moving down the road under your control.

Protect Yourself in Collisions

You may not always be able to avoid a collision. Try everything you can to keep from getting hit. If nothing works, try to lessen any injuries that could result from the crash. The most important thing you can do is to use your lap and shoulder belts. Besides your safety belts, there are a couple of other things that could help prevent more serious injuries.

Hit From the Rear

If your vehicle is hit from the rear, your body will be thrown backwards. Press yourself against the back of your seat and put your head against the head restraint. Be ready to apply your brakes so that you will not be pushed into another vehicle.

Hit From the Side

If your vehicle is hit from the side, your body will be thrown towards the side that is hit. Front air bags will not help in this situation. Your lap and shoulder belts are needed to help keep you behind the wheel. Get ready to steer or brake to prevent your vehicle from hitting something else.

Hit From the Front

If your vehicle is about to be hit from the front, it is important to try and have a “glancing blow” rather than being struck head on. This means that if a collision is going to happen, you should try to turn the vehicle. At worse, you hit with a glancing blow. You might miss it. If your vehicle has an air bag, it will inflate. It also will deflate following the crash, so be ready to prevent your vehicle from hitting something else. You must use your lap and shoulder belts to keep you behind the wheel and to protect you if your vehicle has a second crash.

Crashes

Do not stop at an accident unless you are involved or if emergency help has not yet arrived. Keep your attention on your driving and keep moving, watching for people who might be in or near the road. Never drive to the scene of an accident, fire, or other disaster just to look. You may block the way for police, firefighters, ambulances, tow trucks, and other rescue vehicles.

No matter how good a driver you are, there may be a time when you are involved in a crash. If you are involved in an accident, you must stop. If you are involved in an accident with a parked vehicle, you must try to locate the owner. If any person is injured or killed, the police must be notified. It is a crime for you to leave a crash site where your vehicle was involved if there is an injury or death before police have talked to you and gotten all the information they need about the crash.

You may want to carry a basic vehicle emergency kit. These kits have emergency flares, first aid supplies, and basic tools.

At the accident scene

- Stop your vehicle at or near the accident site. If your vehicle can move, get it off the road so that it does not block traffic or cause another crash.
- Do not stand or walk in traffic lanes. You could be struck by another vehicle.
- Turn off the ignition of wrecked vehicles. Do not smoke around wrecked vehicles. Fuel could have spilled and fire is a real danger.
- If there are power lines down with wires in the road, do not go near them.
- Make sure that other traffic will not be involved in the crash. Use flares or other warning devices to alert traffic of the accident.

If someone is injured

- Get help. Make sure the police and emergency medical or rescue squad have been called. If there is a fire, tell this to the police when they are called.
- Do not move the injured unless they are in a burning vehicle or in other immediate danger of being hit by another vehicle. Moving a person can make their injuries worse.
- First help anyone who is not already walking and talking. Check for breathing then check for bleeding.
- If there is bleeding, apply pressure directly on the wound with your hand or with a cloth. Even severe bleeding can almost always be stopped or slowed by putting pressure on the wound.
- Do not give injured persons anything to drink, not even water.
- To help prevent an injured person from going into shock, cover them with a blanket or coat to keep them warm.

Report the Accident

- Get the names and addresses of all people involved in the accident, and any witnesses, including injured persons.
- Exchange information with other drivers involved in the crash. [Name, address, driver license number, vehicle information (license plate, make, model, and year of vehicle), and insurance company and policy number if available.]
- Record any damage to the vehicles involved in the crash.
- Provide information to the police or other emergency officials if requested.
- Should the accident involve a parked vehicle, try to find the owner. If you cannot, leave a note in a place where it can be seen with information on how the owner can reach you and the date and time of the accident.
- You must contact the police if there is an injury, a death, or property damage of $1,000 or more to one person's property or $2,000 per accident. The law requires you to give the police information on the accident at the time of the accident. Notify your own insurance company as soon as possible. If you are injured and unable to complete the report, someone may file it for you.

Damaging Unattended Vehicles

If you damage an unattended vehicle or other property and you cannot locate the owner, contact the nearest law enforcement agency, and leave the following information on a piece of paper where the owner can find it.

1. Your name, address, and phone number
2. Driver license number
3. License plate number
4. Date and time of accident
5. Damage to the vehicle

You should wait for law enforcement to arrive at the scene. It is against the law to leave the scene of an accident.

Tips for Driver License/ID Card Renewal

1. Make sure you bring all the required documents with you to the exam station.
2. Take full advantage of your renewal period (21 year olds must wait until their 21st birthday and have 30 days to renew).
3. Avoid peak busy times at the exam station such as 1) over the noon hour, 2) after 3 p.m. each week day, 3) when schools are not in session, 4) Fridays and the day before and after a holiday.
4. Applications cannot be accepted during the last hour the exam station is open. Make sure you are the exam station early enough to complete your application and submit it to the driver license examiners at least an hour before closing.
5. No drive tests are given from 11:30 a.m. to 1:30 p.m. or within an hour of closing so please plan accordingly.
6. As of the date this manual was printed, drive tests in Aberdeen, Brookings, Elk Point, Huron, Madison, Milbank, Mitchell, North Sioux City, Parker, Rapid City, Sioux Falls, Sisseston, Vermillion, Watertown, Webster, and Yankton must be scheduled.
7. Exam stations not listed above conduct testing on a first come, first serve basis. If you wish to take a drive test in a city not listed above, please call 1-605-773-6883 to see if the test must now be scheduled.
8. As of the date this manual was printed, you may schedule an appointment to renew your driver license or ID card in Aberdeen Rapid City, Sioux Falls, and Watertown. You may schedule a renewal online at www.dps.sd.gov or by phone at 1-605-773-6883. There may be more cities as you are reading this manual.

State Driver Exam Station Schedule

Driver Exam stations are closed on state holidays. Please check your local newspaper, our website at www.dps.sd.gov , or call 1-605-773-6883 to check on holiday closures or schedule updates.

Exam Station	Address	Days	Times

***Aberdeen**	**2729 W Highway 12**	**Open**: Tuesday, Wednesday, Thursday, and Friday	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)
Armour	**706 Braddock St (Courthouse)**	**Open:** 2nd and 3rd full week Thursdays of the month.	9:00 a.m. to 3:30 pm (applications accepted until 2:30 p.m.)
Belle Fourche	**511 6th Ave (City Hall)**	**Open:** Tuesdays	8:00 a.m. to 4:45 p.m. (applications accepted until 3:45 p.m.)
***Brookings**	**910 4th St (Old Sanctuary Bldg)**	**Open:** Tuesday, Wednesday, Thursday, and Friday.	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)
Chamberlain	**300 S Courtland St (Courthouse)**	**Open:** Tuesdays	8:30 a.m. to 4:15 p.m. (applications accepted until 3:15)
Custer	**447 Crook St**	**Open:** 1st three full week Wednesdays of the month	8:00 a.m. to 5:00 p.m. (applications accepted until 4:00 p.m.)
***Elk Point**	**106 W Pleasant St (City Hall)**	**Open**: 1st and 3rd full week Wednesdays of the month.	8:30 a.m. to 4:30 p.m. (applications accepted until 3:30)
Hot Springs	**206 S Chicago St (Senior Center)**	**Open:** Fridays	7:30 a.m. to 5:15 p.m. (applications accepted until 4:15 p.m.)
***Huron**	**289 Dakota Ave S, Suite 5**	**Open**: Thursday, Fridays; 1st, 3rd, and 5th full week Wednesdays of the month	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)
***Madison**	**1000 S Egan Ave (4-H Building)**	**Open**: Tuesdays	9:00 a.m. to 3:45 p.m. (applications accepted until 2:15 p.m.)
Martin	**202 Main St (Courthouse)**	**Open**: 4th full week Wednesday of the month	9:00 a.m. to 3:30 p.m. (applications accepted until 2:30 p.m.)
***Milbank**	**1001 E. 4th Ave (City Hall/Visitor Center)**	**Open:** Thursdays	8:15 a.m. to 4:30 p.m. (applications accepted until 3:30 p.m.)
Mission	**Sinte Gleska University, Multipurpose Bldg- Rm 114, 101 Antelope Lake Circle**	**Open:** 1st, 2nd, 3rd, and 5th full week Wednesdays of the month	8:00 a.m. to 4:30 p.m. (applications accepted until 3:30 p.m.) Closed 12:30- 1:30 for lunch
***Mitchell**	**1315 North Main St, Suite 100**	**Open:** Tuesdays, Wednesdays, and Thursdays	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)
Mobridge	**1213 Lakefront Driver (National Guard Armory)**	**Open:** Tuesdays and Wednesdays	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)
***N Sioux City**	**205 Sodrac Dr (Community Center)**	**Open:** 2nd, 4th, and 5th full week Wednesdays of the month	8:45 a.m. to 4:30 p.m. (applications accepted until 3:30 p.m.)
***Parker**	**400 S Main St (Courthouse basement)**	**Open:** 1st full week Wednesday of the month.	8:00 a.m. to 5:00 p.m. (applications accepted until 4:p.m.)
Pierre	**314 S Central Ave (in alley behind Burger King)**	**Open:** Wednesdays and Thursdays	7:00 a.m. to 6:00 p.m. (applications accepted until 5:00 p.m.)
***Rapid City**	**1301 E Catron Boulevard**	**Open:** Tuesday, Wednesday, Thursday, and Friday	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)
Redfield	**North Highway 281 (Department of Transportation)**	**Open:** 2nd and 4th full week Wednesdays of the month	8:30 a.m. to 4:15 p.m. (applications accepted until 3:15 p.m.)
***Sioux Falls**	**2501 W Russell St**	**Open:** Monday, Tuesday, Wednesday, Thursday, and Friday	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.) See Saturday schedule at www.dps.sd.gov. No testing on Saturdays.
Spearfish	**222 W Hudson Room C (Hudson Hall)**	**Open:** Wednesdays & Fridays	8:00 a.m. to 5:00 p.m. (applications accepted until 4:00 p.m.)
Sturgis	**1401 Lazelle St (Community Center)**	**Open:** Thursdays	7:30 a.m. to 5:15 p.m. (applications accepted until 4:15 p.m.)
***Vermillion**	**11 E Cherry St (Hallmark Square)**	**Open:** Thursdays and Fridays	7:00 a.m. to 5:00 p.m. (applications accepted until 4:00 p.m.)
Wagner	**60 Main Ave SE (City Hall)**	**Open:** 1st and 4th full week Thursdays of the month	9:00 a.m. to 3:30 p.m. (applications accepted until 2:30 p.m.)
***Watertown**	**2001 9th Ave SW, Suite 100 (former Career Learning Center)**	**Open:** Tuesday, Wednesday, Thursday, and Friday	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)
***Webster**	**711 W 1st St, Suite 107 (Courthouse basement)**	**Open:** Fridays	8:00 a.m. to 4:30 p.m. (applications accepted until 3:30 p.m.)
Winner	**200 E 3rd St (Courthouse)**	**Open**: Fridays	7:15 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)
***Yankton**	**3113 Spruce St, Suite 109 (Human Services Center, Kanner Bldg)**	**Open:** Tuesdays, Thursdays, and Fridays	7:00 a.m. to 5:30 p.m. (applications accepted until 4:30 p.m.)

*** Indicates locations where drive tests must be scheduled. See number 7 above.**

The following exam stations are county/city issue exam stations. You must contact them to determine the dates and times they are open. There is no 1st time CDL testing available at these locations. You may also not convert an out-of-state CDL to a South Dakota CDL at these locations. In addition, non-citizen applicants with U.S. Citizenship and Immigration documents cannot be served at these sites. If you fall into any of these categories, you must apply at one of the exam stations listed above.

Bison 100 East Main Street (Courthouse) 605-244-5613	Highmore 412 Commercial Street (Courthouse) 605-852-2510	Murdo 310 Main Street (Courthouse) 605-669-7106
Buffalo 410 Ramsland (Courthouse) 605-375-3542	Ipswich 210 2nd Ave (Courthouse) 605-426-6762	Onida 700 Ash Ave (Courthouse) 605-258-2444
Burke 221 East 8th Street (Courthouse) 605-775-2605	Kadoka 1 Main Street (Courthouse) 605-837-2420	Plankinton 401 N Main Street (Courthouse) 605-942-7161
Dupree South Main Street (Courthouse) 605-365-5173	Kennebec 300 Main Street (Courthouse) 605-869-2295	Timber Lake 710 C Street (Courthouse) 605-865-3661
Eureka 613 7th Street (City Hall) 605-284-2441	Lemmon 303 1st Ave West (City Hall) 605-374-5681	Wessington Springs 205 Wallace Ave South (Courthouse) 605-539-1241
Faith 206 Main Street (City Hall) 605-967-2261	Leola 706 Main Street (Courthouse) 605-439-3544	White River 321 E 4th Street (Courthouse) 605-259-3371
Faulkton 110 9th Ave South (Courthouse) 605-598-6232	McIntosh 108 1st Street East (Courthouse) 605-273-4552	Woonsocket 604 W 6th Street (Courthouse) 605-796-4512
Gettysburg 201 S Exene (Courthouse) 605-765-9408	Miller 415 West 1st Ave (Courthouse) 605-853-3512	
Hayti 300 4th Street (Courthouse) 605-783-3206	Mound City 111 2nd Street NE (Courthouse) 605-955-3388	

20,000 COPIES OF THIS MANUAL WERE PRINTED AT A COST OF .32 CENTS PER COPY
REVISED 05/2017