

**VOLUNTEER/EMPLOYEE DRIVER INFORMATION SHEET**

1. Driver : \_\_\_\_\_  
Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_ Soc. Sec. No.: \_\_\_\_\_

2. Vehicle that will be used: \_\_\_\_\_  
Name of Owner: \_\_\_\_\_ Year and Make: \_\_\_\_\_  
Address of Owner: \_\_\_\_\_ Model: \_\_\_\_\_  
License Plate: \_\_\_\_\_ Registration Expires: \_\_\_\_\_

If more than one vehicle is to be used, requested information must be provided for each vehicle.

3. Insurance Information: The insurance coverage for a privately owned vehicle is the limit of the insurance policy covering that specific vehicle.  
Insurance Company: \_\_\_\_\_  
Policy Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Liability Limits of Policy\*: \_\_\_\_\_

\*Please note: The minimal, acceptable liability limit for privately owned vehicles is \$500,000 CSL (Combined Single Limit)

4. Certification:  
I certify that the information given on this form is true and correct to the best of my knowledge. I understand that as a volunteer/employee driver, I hold a valid driver's license and have the required insurance coverage in effect on any vehicle used to transport students, co-employees, service recipients and/or act on behalf of the church or related entities.

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

5. Recommendation:  
Only experienced drivers, i.e. 19 or over, should transport students.