

FORM FOR DRIVERS OF PRIVATE VEHICLES

When private vehicles are used for transporting pupils to school sponsored activities, the driver MUST:

- a. Be a properly licensed adult (at least 21 years of age).
- b. Have an automobile insurance policy providing for at least \$100,000 bodily injury liability and \$300,000 bodily injury liability per occurrence.
- c. Thoroughly check the vehicle insurance to be certain of the coverage for transporting students.
- d. Fill out the following information for each trip and keep it on file at the school office.

Name of Driver (print)	School Driving For	Date of Trip
Street Address	Destination	
City/State	Activity	
Telephone	School Official Requesting Transportation For This Trip	

All information contained hereon is true to the best of my knowledge.

Make and Year of Vehicle	
Insurance Company	Signature of Driver
Policy Number	Expiration Date
Limit of Liability	
Signature of School Principal	Date

Request for above trip: _____

Approved Not Approved

To be completed in duplicate--one copy for driver and one copy for Principal's file.