



DRIVER AUTHORIZATION FORM

July 1, 20__ through June 30, 20__

Please print clearly.

Personal Information (separate form required for each driver)

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____ Date of Birth: ____ / ____ / ____

Home Phone: (_____) _____ - _____

Mobile Phone: (_____) _____ - _____

Work Phone: (_____) _____ - _____ Ext: _____

Driver's License Information

Driver's License #: _____

State Issued: _____ Expiration Date: ____ / ____ / ____

Insurance Information

Company Name: _____ Policy #: _____

Limits of Liability (req'd minimum: \$100,000 bodily injury and \$300,000 property damage)

1. Car Make: _____ Model: _____

Coverage: Bodily Injury: _____ Property Damage: _____

2. Car Make: _____ Model: _____

Coverage: Bodily Injury: _____ Property Damage: _____

Eligibility

To be an eligible driver of the church who can transport others on behalf of the church, the above information must be on file with the church, and updated, as needed. The driver attests that the information is accurate and that s/he is in good health and capable of operating his/her vehicle in a safe manner. In addition, by signing below, the driver attests that his/her vehicle is in safe working order, and that no individual will be transported without wearing a safety belt or in the proper child safety seat.

The driver acknowledges that the church is not responsible for damages to their vehicle and that he/she meets the following criteria:

Has at least three years of driving experience: Yes No

Is in good health: Yes No

Meet "Safe Driver*" qualifications: Yes No

"Safe Driver" is defined as a person with no more than one moving violation in the last three years, and no more than one at fault accident in five years.

Signature

Date

Consent

I will immediately inform St. Sanctuary of any moving violations or at-fault accidents that occur during my tenure as a St. Sanctuary driver, whether or not they occur while volunteering. I also agree to maintain at least the minimum level of auto insurance on my vehicle if driving my personal auto as a volunteer, and will inform St. Sanctuary if I change my insurance carrier. The church cannot release this information to unauthorized persons.

I also understand that it is the policy of St. Sanctuary that all passengers and drivers be seat-belted or in the proper child safety seat at all times when riding in connection with a church program. I agree to abide by this policy and will not transport a passenger who refuses to fasten or have his/her seatbelt fastened, unless excused from this requirement with a physician's certificate.

I agree to transport persons only in vehicles that are in safe operating condition.

This certifies that I completed this application, and that all entries on it and information in it are true and complete to the best of my knowledge.

Signature

Date

(Please attach **proof of insurance** and a **copy of a valid driver's license** when submitting this form to the program director.)

Please read and detach before returning Driver Authorization form:

- To ensure all children, youth and vulnerable adults are safely transported to and from church-sponsored activities that require volunteer drivers, St. Sanctuary requires that all drivers complete this **Driver Authorization Form**, and attach proof of insurance and a copy of a valid driver's license. This form will be updated as needed.
- By signing the form, the driver attests that the **information is accurate** and that she or he:
 - Is in **good health** and capable of operating their vehicle in a safe manner
 - Keeps his/her vehicle in **safe working order**
 - Makes sure every individual wears **safety belt** during transport.
 - Will not hold the church responsible for **damages** to his/her vehicle
 - Has a **minimum driving experience** of three years
 - Meets the “**safe driver**” **qualifications** of no more than one moving violation in the last three years and no more than one at fault accident in five years.
- The limits of the driver's automobile **insurance coverage** must fall within the recommendations of our insurance carrier.
- Drivers must be **25 or older**.
- While St. Sanctuary's policy requires two adults be present with youth, a solo adult driver is acceptable as long as there are two or more youth in the car. Any exception to this requires a waiver signed by the youth's parents. For example, for a single youth to travel alone with a pastor or youth director, the youth's parent must sign a waiver.
- To respond quickly in the event of an emergency, the driver should have a copy of every passenger's **Medical Release Form** in the car when driving for the church. On trips when passengers may change cars, it's recommended that the drivers have this information for every youth or child who is attending the event.
- The original volunteer must get a **substitute driver** any time when an ability of the volunteer is impaired in any way by alcohol, substance, or emotional condition, physical ability or health condition.
- Authorized drivers' policy applies to transportation to and from the point of origin. Getting to and from the point of origin is outside of the policy.