

VAN USE POLICY

- I. The purpose of the van is to glorify God:
 1. By providing transportation for groups to participate in ministry
 2. By providing transportation for groups to participate in fellowship and instruction
 3. By providing a place of fellowship for those traveling

- II. The person representing the group that wants to use the van must fill out and submit the **Van Use Form** to the leader designated on the form for the purpose of:
 1. Gaining the approval of the Servant Board for the group and its intended use and notifying the Elders
 2. Identifying and securing the date(s) and times
 3. Scheduling a qualified driver
 4. Verifying the rules of use

- III. The person representing (Driver) the groups is responsible for making sure:
 1. **That all participants act in a safe and appropriate manner**
 2. **That the van is cleaned and trash emptied after using it**
 3. **That the group using the van pays any expenses incurred by the driver, including lost wages, tolls, meals, or other reasonable items**
 4. **That the group pays for the cost of the fuel**

- IV. Regulations for using the van:
 1. The van driver must be at least 21 years of age and must have a current driver's license
 2. The minimum number of people is 6
 3. The driver has full authority to remove any person who in his judgment is endangering the safety of the van or passengers
 4. The driver has the right to refuse to drive the van if personal, mechanical, road or weather conditions are such that it is unsafe to use the van.
 5. All drivers must be on the approved drivers list
 6. The driver is responsible to have a **pre trip inspection** of the van to make sure all systems are in working order. He is to report any possible problems after the trip.
 7. The driver is responsible to keep the **log book** in proper order
 8. The Servant Board is responsible for the overall operation, scheduling and maintenance of the van and reserves the right to approve or reject any and all uses of the van
 9. The Servant Board reserves the right to bar persons who exhibit behavior inconsistent with Garden Chapel's ministry from using the van
 10. The Servant Board reserves the right to approve, reject, or revoke the privileges of drivers who violate the safety of the van and passengers or exhibit character and behavior inconsistent with Garden Chapel's ministry