

Citadel Christian School Volunteer Driver Form

We often need help in transporting students on field trips or for sports events. Our school parents have been generous in their assistance. The purpose of this form is to reduce the liability of the school and volunteer drivers by being proactive in our selection of parent drivers. If you are interested in helping with such needs during the school year, please fill out this form and return it (**along with copies of your driver's license and your current vehicle insurance card**) to the school office. **This form must be completed each year.**

Name:		Date of birth:
Address:		
Home Phone:	Cell Phone:	Work Phone:
Email:		

Current driver's license number:	Expiration date:
How long have you had a driver's license? Years: _____ Months: _____	
Restrictions on your driver's license (state type and date of restriction):	

Name of your automobile insurance company (please attach copy of your insurance card):	
Has insurance company ever refused, cancelled, non-renewed or given notice of intention to non-renew automobile insurance to you? <input type="checkbox"/> No <input type="checkbox"/> Yes, Cancelled <input type="checkbox"/> Yes, Revoked <input type="checkbox"/> Yes, Non-Renewal	
If yes, please explain and list company and agent name and phone:	
Date:	Reason:

Have you ever had your driver's license suspended, revoked or refused? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain.
Have you ever been required by the state to file evidence of Financial Responsibility? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain.
Have you been convicted of driving while intoxicated or under the influence of drugs? <input type="checkbox"/> Yes <input type="checkbox"/> No
(Note: Our school will not be able to use volunteers with a "yes" answer even if the incident took place before the person became a Christian.)

Indicate all moving violations or citations (other than parking) that you have been convicted of, forfeited bail, or paid any fines for during the past three years. Please give full details, including dates, below. If more space is needed, use a separate sheet of paper.			
A	Date:	Time:	Location (city & state)
	Conviction:		
	If speeding, legal limit:	Your speed:	Amount of fine:
	Remarks:		
B	Date:	Time:	Location (city & state)
	Conviction:		
	If speeding, legal limit:	Your speed:	Amount of fine:
	Remarks:		

List all motor vehicle accidents of any type or cause that you, either as owner or operator, have been involved in during the last three years.				
A	Date:	Time:	Driver:	Violation:
	Who was at fault?		Damage to your vehicle:	Amount:\$
	Bodily injury?		Damage to other property?	Amount:\$
	Description:			
B	Date:	Time:	Driver:	Violation:
	Who was at fault?		Damage to your vehicle:	Amount:\$
	Bodily injury?		Damage to other property?	Amount:\$
	Description:			

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Volunteer Driver Guidelines

1. Volunteer vehicles may only be driven by an approved volunteer driver, reviewed annually, based on information submitted in the *Volunteer Driver Form*. Generally, approved drivers must not have had two or more traffic violations or an accident involving personal injury or property damage for one year prior to approval. Traffic violations and accidents must be reported to the school.
2. Vehicles used for Citadel Christian School business must be adequately insured (Liability: \$100,000 per individual / \$300,000 per occurrence; Property Damage: \$50,000 per occurrence).
3. Volunteer vehicles must be in good mechanical condition, with appropriate tires to meet weather conditions and with seat belts for each occupant. Students riding in the vehicle(s) will be seated and both the front and back seat will be secured with individual working seatbelts. (No double belting of children is permitted.) As required by state law, driver will have a child restraint seat for each child under age 8, unless they are taller than 4' 9".
4. Drivers must be between the age of 25 and 70.
5. Drivers must not operate vehicles in an unsafe manner or in contravention of any statute or regulation governing the operation of motor vehicles.
6. Drivers must keep on file a copy of a valid driver's license, as well as proof of insurance, submitted each renewal period.
7. Volunteer drivers agree to hold harmless and indemnify Citadel Christian School, school employees and passenger(s) against any or all claims arising all or in part from the volunteer driver guidelines. I understand that in case of any type of accident, injury, or vehicle damage, that the school's liability insurance policy does not provide primary or direct insurance on my vehicle. The school's insurance will take effect only after my personal auto insurance limits are exhausted. (Note: This is the only coverage that most non-profit organizations can provide because of the impossibility of their affording or even obtaining primary or direct coverage on the vehicles of volunteer drivers.)

I certify that all information submitted is, to the best of my knowledge, correct. I have read the requirements for volunteer drivers listed above and accept and agree to follow these volunteer driver guidelines.

My signature below authorizes Citadel Christian School to obtain, at its sole discretion, my employment and non-employment driving record, including all Department of Licensing actions that have taken place regarding the driver's license I now hold, have held, or in the future may obtain. It also authorizes Citadel Christian School to conduct a criminal history background check from the source of its choice. I further agree to any other conditions described herein. This release is in effect as long as I continue to serve as a volunteer driver for Citadel Christian School.

Signature

Date

Reviewed by

Date

Approved by

Date