

# LAKE MICHIGAN CATHOLIC SCHOOLS

## VOLUNTEER/EMPLOYEE DRIVER INFORMATION SHEET

### I. Driver:

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Address \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
\_\_\_\_\_

### II. Vehicle that will be used:

Name of Owner \_\_\_\_\_ Year and Make \_\_\_\_\_  
Address of Owner \_\_\_\_\_ Model \_\_\_\_\_  
\_\_\_\_\_ License Plate \_\_\_\_\_  
Registration Expires \_\_\_\_\_ Inspection Expires \_\_\_\_\_

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

### III. 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). Due to some insurers limitations, limits of \$250,000 per person/\$500,000 per occurrence are acceptable.

### IV. 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)

### V. Recommendation:

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