

ARCHDIOCESE OF MOBILE VOLUNTEER DRIVER FORM

Name of Driver: _____ Date of Birth: _____

Address: _____

School/Parish/Institution: _____

Driver License Number: _____ State of Issue: _____

IMPORTANT: In order to provide for the safety of our students or other members of the parish and others we serve, we must ask each volunteer driver to list all accidents or moving violations they have had within the last 5 years:

Year, Make and Model of Vehicle: _____

Name of Owner of Vehicle: _____

LIABILITY INSURANCE INFORMATION

All drivers must have a minimum of \$100,000 per person, \$300,000 per accident Bodily Injury Liability; \$100,000 per accident Property Damage Liability or \$300,000 combined single limit Bodily Injury Liability and Property Damage Liability. Please be aware that as a volunteer driver your insurance is primary. There is a policy that would offer additional liability protection should a claim exceed the limits of your policy.

Insurance Company: _____ Policy Expiration Date: _____

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 driver, I must be 21 years of age or older, possess a valid driver license, have a current license, have the proper and current license and vehicle registration, and have the required insurance coverage in effect.

Volunteer Driver's Signature

School, Parish, or Institution Representative

Date

FIELD TRIP TRANSPORTATION POLICY

Bus transportation is the most desirable method to be utilized for any field trip and whenever possible, this mode of transportation should be provided. The use of private passenger vehicles is discouraged and should be avoided if at all possible.

If a private passenger vehicle must be used, the following information must be supplied and certified by the driver in question by using the Volunteer Driver Form. This signed form must be submitted to the school principal or other official in the case of a parish or institution.

1. The driver must be 25 years of age or older for buses and vans, 21 years or older for automobiles.
2. The driver must have a valid, non-probationary driver license and no physical disability that could in any way impair his/her ability to drive the vehicle safely.
3. The vehicle must have a valid and current registration and valid and current license plate.
4. The vehicle must be insured for the following minimum limits: \$100,000 per person, \$300,000 per accident Bodily Injury Liability and \$100,000 per accident Property Damage Liability or \$300,000 combined single limit Bodily Injury and Property Damage Liability.

Each driver and/or chaperon should be given a copy of the approved itinerary including the route(s) to be followed and a summary for his/her responsibilities. For field trips other than interscholastic athletic field trips, the following supervision requirement should be maintained: for every ten youth, there should be one adult.