

**HEALDSBURG UNIFIED SCHOOL DISTRICT
VOLUNTARY DRIVER INSURANCE AUTHORIZATION FORM**

FORM C

Your willingness to use your own vehicle to transport students on a field trip is very commendable and appreciated. A form needs to be filled out for each car that will be used to drive on a field trip.

Please attach the insurance declaration form (which shows the insurance coverage's and expiration date).

Teacher: _____ School: _____

Student: _____ Date: _____

DRIVER: Employee Adult Volunteer Parent/Guardian

Name: _____

Address: _____ Phone: _____

Driver's License Number: _____ Expiration Date: _____

VEHICLE INFORMATION:

Name of Vehicle's Registered Owner: _____

Address: _____ Phone: _____

Vehicle Year: _____ Make: _____ License Plate: _____

Registration Expires: _____ Seat Capacity: _____ # Seat Belts available for Passengers: _____

INSURANCE INFORMATION:

PLEASE ATTACH INSURANCE DECLARATION FORM SHOWING INSURANCE COVERAGE'S FOR VERIFICATION. A CURRENT DECLARATION IS REQUIRED TO BE SENT IN WHEN INSURANCE EXPIRES.

Insurance Carrier: _____

Policy No.: _____ Expiration Date: _____

Name of Agent: _____ Telephone No.: _____

The district requires a minimum of \$100,000/\$300,000 bodily injury including \$5,000 medical payment coverage and \$50,000 property damage.

The liability limits on my insurance policy are: \$ _____ (bodily injury) \$ _____ (medical)

\$ _____
(property damage)

If you have other children at this school, please list student and teacher's name:

Student: _____ Teacher: _____

Student: _____ Teacher: _____

YOU MUST SIGN THE DRIVER INSTRUCTION FORM ON THE BACK OF THIS FORM

School Use: Verification By: _____	Date: _____
Expiration date: _____	

DRIVER INSTRUCTION FORM

(Please write YES, if you comply)

If you use your vehicle to transport students on field trips or other school activity trips:

- _____ 1. You must have a valid driver's license, a minimum of \$100,000/\$300,000 bodily injury, including \$5,000 medical payment coverage and \$50,000 property damage
(copy attached).
- _____ 2. Your vehicle must meet District safety standards:
- * minimum tread on tires (not bald or worn)
 - * working lights, turn signals, mirrors, horn
 - * spare tire, tire jack, highway flares
 - * normally operating engine
 - * normal interior and exterior
 - * normal mechanical system, including steering and brakes
 - * windshield wipers in good working condition
- _____ 3. You may carry only the number of passengers for which your vehicles was designed. If you have a truck or pickup, you may carry only as many as can safely sit in the passenger compartment with seat belts.
- _____ 4. You must require each passenger to use a safety belt.

Driver Certification Statement:

I certify that I have not been cited for reckless driving or driving under the influence of drugs or alcohol within the past five years.

I certify that the information given above is true and correct and that I have read the District's Driver Instruction Form. I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages.

Name: _____

Date: _____

If any changes occur in the categories above, a new school driver certification form must be completed.

Valid for the school year, if expires new declaration of coverage's must be sent in.