



## Vehicle Use and Volunteer Driver Information Sheet

Recognizing that volunteers are called by the Spirit to serve, and rejoicing in their willingness to do so, we give thanks for your offer of time and resources. We also realize that in today's world there is a need to safeguard our members, as well as the church, from harm and litigation. Therefore, these are minimum standards we require for drivers of "SAM's Tram" ministries. These apply to those driving privately owned vehicles for SAM's Tram ministries. Please read and fill out both sides completely. Thank you.

- You must be at least 25 years of age
- You may have no more than one "bad driver" point on your record per year and no more than two total. A year will be considered from incident calendar date to calendar date, not calendar year.
- You must be covered on an automobile liability policy, with minimum liability coverage of \$100,000 each person, \$300,000 each accident for bodily injury, and \$50,000 property damage (or a combined single limit of \$300,000 for bodily injury and property damage).
- There may not be any D.U.I. currently on your driving record.
- If you are driving your own vehicle, it must be in good mechanical condition, and there must be a seat and seat belt for each person in the vehicle and they must be used.

It is our policy that each potential driver has a motor vehicle record (MVR) check done by our insurance agent.

Name as it appears on your driver's license: \_\_\_\_\_

Driver's License # \_\_\_\_\_ Date of Birth: \_\_\_\_\_

State license was issued in: \_\_\_\_\_ Expiration date of license: \_\_\_\_\_

**Car # 1:** Year, make and model of your car: \_\_\_\_\_

Number of passengers, including the driver that your vehicle seats: \_\_\_\_\_

License plate number: \_\_\_\_\_ State: \_\_\_\_\_

**Car #2** (if applicable): Year, make and model of your car: \_\_\_\_\_

Number of passengers, including the driver that your vehicle seats: \_\_\_\_\_

License plate number: \_\_\_\_\_ State: \_\_\_\_\_

Are you covered by an Automobile Liability Policy that meets minimum requirements as defined above?      Yes       No

Please check all that apply;

- Liability coverage, minimum of \$100,000 each person  
If not, how much? \_\_\_\_\_
- Liability coverage, minimum of \$300,000 each accident for bodily injury  
If not, how much? \_\_\_\_\_
- Liability coverage, minimum of \$50,000 property damage  
If not, how much? \_\_\_\_\_
- Combined single limit of \$300,000 for bodily injury and property damage  
If not, how much? \_\_\_\_\_

Insurance Company Name: \_\_\_\_\_

Policy Number: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Agents Name: \_\_\_\_\_ Agents Phone Number: \_\_\_\_\_

Please attach a copy of your proof of insurance card below.

It is your responsibility to report any changes in your driving record, address, cars, insurance or point status.

**I have read and comply with all the listed requirements, and my information is correct and valid.**  
**I give permission for Ascension Lutheran Church to run periodic MVR checks.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_