

## Brown Outdoor Leadership Training Driving History Form

Name of Driver \_\_\_\_\_

Campus Address \_\_\_\_\_ Phone \_\_\_\_\_

### Please answer questions 1 through 5 and sign and date this form

1. Do you have a valid US license? Yes \_\_\_ No \_\_\_
2. Is your license now revoked or suspended in any other state? Yes \_\_\_ No \_\_\_
3. Have you driven at least 2000 miles in the past two years? Yes \_\_\_ No \_\_\_
4. Have you been charged with any moving traffic violation or involved in any vehicle accident while driving any motor vehicle during the past 18 months? Yes \_\_\_ No \_\_\_

Date	City/State	Description
------	------------	-------------

5. Driver's License # \_\_\_\_\_ State \_\_\_\_\_ Exp. Date \_\_\_\_\_

### 6. Please attach a copy of your license

I certify that all information provided above is correct and truthful and that I have read, understand and agree to comply with all BOLT transportation policies, state and federal regulations.

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

**Reminder:** Drivers must read the Transportation Policies. Each fall and spring, the BOLT Coordinator or Student Managers will orient drivers to safe driving procedures before they can drive for BOLT sponsored events.

**If using your personal vehicle for a BOLT sponsored event, please complete the Personal Vehicle Form**

---

**For office use:** The coordinators or managers have reviewed the written policies and address the following topics:

- Mandatory seat belt rule
- No alcohol beverage consumption prior to or while driving school vehicles
- Clean-up procedures
- Accident procedures
- Loading vehicles with gear and people

## **Brown Outdoor Leadership Training Personal Vehicle Use**

Personal vehicles may be used for program purposes as long as the drivers of such vehicle adhere to all the transportation policies and rules stated by the program. The vehicle must have valid State registration with, a valid State inspection sticker and be properly insured. Copies of this documentation must provide to the director to be kept on file.

The University discourages the use of personal vehicles for program purposes since no reimbursement will be made for accident related repairs, whether these costs result from your own acts or acts of others. It is the personal obligation of the owner of such vehicle to carry auto liability insurance with limits of \$100,000 when using the vehicle for business travel.

### **Vehicle Information**

Name of Driver \_\_\_\_\_

Car Make & Model \_\_\_\_\_ Usable Seatbelts # \_\_\_\_\_

1. Is your vehicle legally registered for operation? Yes \_\_\_ No \_\_\_

2. Does your vehicle have a valid inspection sticker? Yes \_\_\_ No \_\_\_

3. Is your vehicle properly insured? Yes \_\_\_ No \_\_\_

#### **4. Please attach a copy of your vehicle registration**

I certify that all information provided above is correct and truthful and that I have read, understand and agree to comply with all BOLT transportation policies, state and federal regulations.

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

### **Drivers must inspect their car to ensure that it is in good working order for travel.**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Tire Pressure | <input type="checkbox"/> Gas               | <input type="checkbox"/> Directional signals |
| <input type="checkbox"/> Seatbelts     | <input type="checkbox"/> Oil               | <input type="checkbox"/> Defogger            |
| <input type="checkbox"/> Lights        | <input type="checkbox"/> Washer fluid      |  |
| <input type="checkbox"/> Brakes        | <input type="checkbox"/> Windshield wipers |  |

Personal vehicles used for BOLT sponsored events or events must have the following supplies:

- A copy of these guidelines
- Two accident report forms
- First aid kit
- Flashlight
- Flat tire equipment