

Vinalhaven Schools, Vinalhaven, Maine

Personal Auto Use Form (Board Policy EEBB)

Name: _____ Phone: _____

Email: _____ Date of Birth: _____

Driver's License #: _____ License Expiration Date: _____

Driving Restrictions: _____

Year/Make of Auto: _____ Vehicle License #: _____

Insurance Carrier/Agent: _____ Agent Phone: _____

Policy#: _____ Expiration Date: _____

Liability Limits: _____

I certify that the above information is correct and that the insurance coverage is in force. I understand that if transporting Vinalhaven School students to or from school sponsored activities I must have liability insurance coverage in force as required by the State of Maine, and agree to advise the Vinalhaven Schools, in writing, of any changes in the above information. I further certify that the above vehicle is mechanically safe.

Signed: _____ **Date:** _____

Superintendent Approval: _____ **Date:** _____

OVER

Please provide copies of the following when this form is submitted.

1. Current driver's license.
2. Current car insurance declaration page which shows coverage limits of \$100,000 and \$300,000.
3. Current proof of car insurance.
4. Current car registration.
5. Current Car proof of inspection (i.e. photo of inspection sticker)

NOTE: If you drive your personal automobile while on a Vinalhaven School trip and you are involved in an accident, by law your liability insurance policy is used first. The VS liability policy would be used only after your policy limits have been exceeded. The District does not cover, nor is it responsible for, comprehensive and collision coverage to your vehicle.

All persons driving on VS business will:

1. Follow all traffic laws:
2. Follow all school rules and policies;
3. Follow the most direct route;
4. Avoid unnecessary stops;
5. Not carry unauthorized non-Vinalhaven School personnel or students or guests as passengers;
6. Not carry more than nine students, no matter what size of vehicle; and
7. Ensure that all vehicle occupants use seat belts.