

Otsego Christian School
P.O. Box 1365 ~ Gaylord, MI 49734
(989) 732-8333

Volunteer Driver Application Form
2018-2019 School Year

We often need help in transporting students on field trips or for sports events. Our school parents have been generous in their assistance. The purpose of this form is to reduce the liability of the school and volunteer drivers. If you are interested in helping with such needs during the school year, **please fill out sections I, II and III of this form and return it (along with copies of your driver's license and your current vehicle insurance card) to the school.** A new Volunteer Driver Application Form must be filled out or updated each school year.

Section I – Volunteer Driver Information

Name: _____ Driver's License #: _____

Phone: (H) _____ (W) _____ Expiration Date: _____

Address: _____

Car #1 Model/Yr: _____ Car #2 Model/Yr: _____

Number of working seat belts in Car #1 _____ Car #2 _____

License # for Car #1 _____ Car #2 _____

The school requires volunteer drivers to have a minimum amount of liability insurance. (1) \$100,000 liability per person for bodily injury; (2) \$300,000 liability per incident for bodily injury for all vehicle occupants; and (3) \$50,000-\$100,000 liability for property damage. Please fill in the amount of above you carry on this (these) car(s):

Car #1 Insurance Co.: _____ Policy #: _____ (1) _____ (2) _____ (3) _____

Uninsured Motorist Coverage? Yes: _____ No: _____

Car #2 Insurance Co.: _____ Policy #: _____ (1) _____ (2) _____ (3) _____

Uninsured Motorist Coverage? Yes: _____ No: _____

___Yes ___No Are you licensed to drive a commercial vehicle?

___Yes ___No Have you been in an accident in the last three years? If you answered YES, please describe the accident and its cause on another sheet of paper and attach it to this form.

___Yes ___No Have you been ticketed for moving violations within the last three years? If you answered YES, please describe the infractions on another sheet of paper and attach it to this form.

___Yes ___No Have you been convicted for DWI/DUI of alcohol or drugs, or had your license suspended for moving violations, hit and run, eluding an officer, reckless or negligent operation of a vehicle, or driving while under suspension or revocation? (Note: Our school will not be able to use volunteers with a "yes" answer even if the incident took place before the person became a Christian.)

Section II – Requirements for Volunteer Drivers

I certify that:

- I possess a valid Michigan driver’s license. **Please attach a photocopy of your driver’s license and first page of your car insurance policy(ies).**
- I will contact my insurance agent to ascertain if there are any liability policy limits or exclusions regarding transporting other students or faculty members on a field trip that might affect my ability to meet the qualifications for a volunteer driver.
- I will maintain the minimum insurance coverages required by the school for volunteer vehicles for the vehicle(s) listed in Section I and only volunteer to drive when such insurance policies and coverages are in force.
- I understand that in case of any type of accident, injury, or vehicle damage, the school’s liability insurance policy does not provide primary or direct insurance on my vehicle. The school’s insurance will take effect only after my personal auto insurance limits are exhausted.
- I will advise the school of any change of information provided on this form including, but not limited to, involvement in a car accident I which I am cited, any citations for moving violations, nonrenewal of license, termination of license, change of insurance company, change in amounts of insurance coverage, termination of insurance, or change in vehicle.
- Students riding in my vehicle(s) will be seated and in both the front and back seat will be secured with individual working seatbelts. (No double-belted of children is permitted.) **As required by state law, I will have a child restraint seat for each child under age __ 8.**
- Students will not sit in the front seat if my vehicle contains a passenger-side air bag.
- To my knowledge, my vehicle is in safe operating condition (brakes, tires, etc.).
- I will read and follow the Driver and Chaperone Instructions sheet for the field trip.
- I will notify school personnel if I no longer wish to drive or if I wish to be removed from the Approved Driver List.

Section III – Declaration and Signature

I affirm that I will carefully transport students under my care, including obeying all traffic laws. The information given on this form is true and correct to the best of my knowledge.

Signed: _____ Date: _____

Section IV – School Administration Approval

_____ Approved _____ Disapproved for addition to the school’s Approved Driver List

Administrator’s Signature: _____ Date: _____

My Information has not changed since this formed was filled out and I have provided OCS with a copy of my updated car insurance card.

Signature _____ Date _____

My information has not changed since this form was filled out and I have provided OCS with a copy of my updated car insurance card.

Signature _____ Date _____