

# EEBB-R(2) Use of Private Vehicles for School Business: Staff Permission Form

Use of Private Vehicles for School Business: Staff Permission Form

The Board allows staff to use private vehicles for school purposes to conduct school business and to transport students to school sponsored activities. This form must be completed and on file in the Superintendent's office prior to employees transporting students under this policy.

Please complete the following form:

Name of Employee: \_\_\_\_\_

Driver's license number: \_\_\_\_\_, valid until: \_\_\_\_\_

Do you affirm that you carry a minimum liability insurance of \$100,000/\$300,000; minimum property damage insurance of \$50,000; and a minimum medical coverage of \$5,000? Yes \_\_\_  
No \_\_\_

Do you have insurance against unlicensed motorists?: \_\_\_\_\_

Do you affirm that your vehicle has a current legal inspection sticker and is currently registered in the state of Maine?

Do you affirm that you have seat belts for all occupants that will be riding in your car and affirm that you will insist that seat belts are worn at all times the vehicle is moving?

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Signature of staff member Date

Approval is given for this staff member to use private vehicle after meeting the above requirements for student/staff transport for sanctioned school events or activities.

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Superintendent Date

Revised: March 25, 2024

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