TUSTIN UNIFIED SCHOOL DISTRICT
Volunteer Driver/Use of Personal Vehicle

Print and Complete all Sections

- **DRIVER INFORMATION (enclose a copy of your California driver's license):**

  Name: _____ Date of Birth: _____/_____/_____

  Address: _____

  Driver's License (DL) Number: _____ DL Expiration Date: _____/_____/_____

- **VEHICLE INFORMATION (enclose a copy of your current vehicle registration):**

  Make: _____ Model: _____ Year: _____

  Vehicle License Number: _____ Registration Expiration Date: _____

  Registered Owner: _____ Phone Number: (____) _____

  Address: _____

- **INSURANCE INFORMATION (enclose a copy of your current policy declarations page):**

  Insurance Carrier Name: _____

  Address: _____

  Insurance Agent: _____ Phone Number: (____) _____

  Policy Number: _____ Effective Dates: _____ to _____

  Limits of Liability*: _____

  ***All persons driving on District business are required to comply with the District's Financial Responsibility requirements of Bodily injury $100,000 per occurrence/$300,000 combined limit, Property damage $50,000, Medical payment $5,000.**

Driver Acknowledgment

- The information provided on this form is true and correct.
- When driving on District business, I will, at all times:
  - Use an approved vehicle to transport students or conduct District business.
  - Possess a valid California driver's license for the class of vehicle driven.
  - Maintain a satisfactory driving record as defined by the District.
  - Maintain current vehicle registration.
  - Maintain the minimum insurance coverage required by the district.
  - Only operate a vehicle in good mechanical condition, during good operational conditions, and equipped with operable seat belts.
  - Never operate a vehicle with a seating capacity higher than ten (10) passengers, including the driver.
- I understand that my vehicle's auto insurance is primary, and the District's auto liability coverage is excess. The District does not provide collision or comprehensive coverage for my vehicle.
- I give my permission to the District to obtain my motor vehicle record from the California Department of Motor Vehicles (DMV).

Print Name: _____ Signature: _____ Date: _____

TUSTIN UNIFIED SCHOOL DISTRICT
Driver Instructions

When using your vehicle to transport students on field trips or other school activity trips:

- Confirm your vehicle is approved by the District for such purposes and provide a valid driver's license and current automobile insurance at or above the minimum amount required by district policy.
- Drivers may not use a wireless telephone or texting device while operating a vehicle for the transport of students under any circumstances.
- Check the safety of your vehicle: seat belts, tires, brakes, lights, horn, suspension, etc.
- Carry only the number of passengers for which your vehicle was designed.
- Require each passenger to use an appropriate child passenger restraint system (child car seat or booster seat) or safety belt.
- Do not smoke a pipe, cigar, or cigarette in the vehicle or around the students at any time.
- Obey all traffic laws.
- Confirm you have a complete roster of students who will be traveling in your vehicle and district emergency contact information and instructions in your possession.
- Take the most direct route to and from the destination or event without unnecessary stops.

In case of emergency, keep all students together and call 9-1-1 and the district office at (714-730-7301).