



Goshen College Driver Application for Motor Fleet

Circle: Faculty/Staff Student Other

Return this form to the Physical Plant Office. Use of car is subject to availability.

NAME _____ GC ID # _____

DRIVERS LICENSE# _____ EXPIRATION DATE _____

DRIVERS LICENSE STATE _____ BIRTH DATE _____

Driver's license must be valid in the U.S.

DRIVING RECORD, EXPERIENCE & HEALTH QUESTIONS

Do you have 2 years regular (almost daily) driving experience?	Yes	No
Have you had auto insurance refused, cancelled, or expired in the last five years?	Yes	No
Have you had a suspended or revoked operator's license in the past five years?	Yes	No
Have you ever been arrested and detained?	Yes	No
Do you take any medications that may cause drowsiness?	Yes	No
Do you have <u>any</u> physical impairment?	Yes	No
Do you have _____ heart disease _____ epilepsy _____ diabetes?	Yes	No

If so, list the medication(s) prescribed:

How long has the problem been controlled medically?

Have you, while driving a motor vehicle, been involved in an accident during the past 5 years? Yes No

List all accidents regardless of who was at fault and approximate dates they occurred.

Have you received any speeding or other traffic violation tickets in the past three years? Yes No

If yes, please list the date(s) and violation(s)

ONLY STUDENTS AND NON-GC EMPLOYEES NEED TO COMPLETE THIS BOX

DEPARTMENT INFORMATION

Department Supervisor's Name (please print) _____

Department Name _____ Department Acct # to be charged _____

Department Supervisor's signature of approval _____

Request for one-time use for Department:

Request for semester use for Department:

Need a car on _____
(day of week)

need a car on _____
(day(s) of week)

Date _____

beginning date _____ ending _____

Going to _____

going to _____

-OVER-

Form must be signed on the reverse side.

Capital Violations:

If you, (the student driver) has one or more of the following violations within the last 5 years you are not qualified to drive a Goshen College vehicle:

1. Driving while intoxicated or impaired or under the influence of drugs.
2. Criminal conviction with a motor vehicle (e.g. felony, hit and run, negligent homicide).
3. Speed in excess of 25 MPH over the speed limit.

Major Violations:

These are serious violations incurred at a high frequency that indicate a disregard for public safety. If you have had any of these violations in the last 3 years you are not qualified to drive a Goshen College vehicle:

1. Any combination of three or more moving violations, "At Fault Accidents" or "Preventable Accidents".
2. Driving with a suspension, revocation or administrative restriction.
3. Leaving the scene of an accident as defined by state laws.
4. Reckless driving.

Other Violations:

If you have had any combination of two or more moving violations, "At Fault Accidents" or "Preventable Accidents" in the last 12 months you are not qualified to drive.

❖ Important Information for drivers of Goshen College Vehicles:

- You will find the Vehicle Insurance Card in the glove compartment.
- You will find the vehicle registration card in the glove compartment.
- **Before moving the vehicle make sure all passengers have seatbelts securely in place.**

❖ Standards for operation of Goshen College vehicles:

- Must complete Driver Qualification form
- Must have at least two years of regular (daily) driving experience
- Must possess a driver's license valid in the U.S.
- Must sign form allowing driver record check
- Must not have violations exceeding standards listed above

I represent the above to be true and valid statements and I further authorize Goshen College to make an inquiry of my driving record, as deemed appropriate. I will notify Physical Plant Office if there is a change in my driving record or health condition that affects my qualification to drive. I will personally be driving the vehicle that was assigned to me. **I will not loan the car to anyone else to drive.** I have read, understand, and agree to follow the policies related to driving a college vehicle.

SIGNATURE _____

DATE _____