



AP 7-613 – VOLUNTEER DRIVER AUTHORIZATION APPLICATION

Driver's Name: _____ Phone Number: _____
 Address: _____ E-mail: _____

Applications may be approved only when the driver possesses a valid, appropriate driver's license and is able to respond *No* to questions concerning convictions and suspensions over the last three years. No current students are permitted to transport other current students to and/or from school based activities.

Driver's License Number: _____ Class: _____ Expiry Date: _____
 Has your driver's license been suspended in the last three years? Yes No
 If Yes, please provide date of reinstatement: _____
 Have you been convicted of an offence under the Highway Traffic Act, or for any motor vehicle-related offence under the Criminal Code of Canada during the last three years? Yes No
 If Yes, please identify the offence(s) here: _____
 Were you found responsible/partly responsible for any motor vehicle accident(s) over the last three years? Yes No

Insurance Related Considerations:

1. The board requires that the vehicle owner maintain, at all times, valid automobile **Third Party Liability Insurance** as required under Manitoba legislation in respect of liability for injury or death of any students who are passengers in the vehicle the volunteer driver is operating.
2. In case of an insurance claim (i.e., third party damage and/or personal injury) the vehicle owner's automobile liability insurance applies **before** that of the school board.
3. Additional automobile liability insurance protection is provided under the school board's comprehensive general liability insurance policy for authorized drivers transporting students in privately-owned vehicles on an approved school activity. This insurance is **only** for an amount in excess of the limit of liability provided by the vehicle owner's liability insurance policy.
4. **Damage to any vehicle**, including the owner's, **is the responsibility of the volunteer driver** and not the school board.

Vehicle: _____ / _____ / _____ / _____
Make / Model / License Plate No. / Seating Capacity (Including Driver)
Owner's Name: _____
 Owner's Address: _____
 Owner's Phone: (H) _____ (W) _____ (C) _____
Insurance On Vehicle - Company: _____ Policy No.: _____

COMMITMENTS

By submitting this application to become a volunteer driver for the school board:

1. I undertake to ensure that the vehicle used to transport students is in safe operating condition.
2. I agree to:
 - a) operate the automobile referred to herein in a safe manner;
 - b) abide by all applicable laws at all times while I am transporting students;
 - c) limit the number of passengers to the number of useable seat belts;
 - d) require proper use of occupant restraint systems (i.e., seatbelts, head restraints, airbags, seat position); and
 - e) to comply with the directions of teachers or agents of the school board.
3. I undertake to report to the school principal all accidents and any suspension of my license or change in my insurance status which may occur after the date of this authorization while it remains in force.
4. I undertake to maintain, at all times, appropriate personal liability and indemnity insurance.
5. I accept the foregoing undertakings and certify that the information contained in this application is correct to the best of my knowledge:

Signature of Driver: _____
 Signature of Vehicle Owner: _____

FOR OFFICE USE ONLY

The above-named driver is authorized to assist the school during the current school year. The assistance is appreciated.

Signature of Principal/Designate: _____ Date: _____

The personal information contained on this form is collected under the authority of the Public Schools Act, the Education Administration Act and the Freedom of Information and Protection of Privacy Act for the purpose of participating on school trips. If you have any questions about this form, please contact your school principal.