



AUTOMOBILE DRIVER AUTHORIZATION FORM

(For Current School Year Only)

The Local Authority Freedom of Information & Protection of Privacy Act applies to the School Division and the collection of your personal information contained on this form. The purpose of collecting this information is for the School Division including the Principal and Vice-Principal to determine whether you would be suitable as a volunteer driver and vehicle for the Regina Catholic School Division. By completing this form, you are providing informed and voluntary consent to release your personal information to the Regina Catholic School Division and its staff.

A. **SCHOOL YEAR** _____ **SCHOOL NAME** _____

B. **DRIVER'S NAME** _____

DRIVER'S ADDRESS _____

DRIVER'S TELEPHONE _____

C. **DRIVER'S LICENCE #** _____ **EXPIRY DATE** _____

LICENCE CLASS _____ **LICENCE RESTRICTIONS** (Circle) Yes **OR** No

As the applicant of this form:	
• have you been convicted of an offence under <i>The Traffic Safety Act</i> , or for any motor vehicle related offence under <i>The Municipalities Act</i> for the province of Saskatchewan during the last 12 months?	☐ Yes ☐ No
• has your licence been suspended in the last 12 months?	☐ Yes ☐ No
• have you been convicted of an offence under <i>The Criminal Code of Canada</i> and/or <i>The Controlled Drugs and Substances Act</i> that is not described on the driver's Criminal Record check?	☐ Yes ☐ No
• have you provided the School Division with a current Criminal Record/Vulnerable Sector Check in compliance with <i>Administrative Application 7200 Criminal Record Check/Vulnerable Sector Check</i> ?	☐ Yes ☐ No

A. VEHICLE INFORMATION

Vehicle #1

Vehicle Owner's Name _____ Telephone # _____

Vehicle Owner's Address _____ Postal Code _____

Does the vehicle have a current and valid Insurance Policy? ☐ Yes ☐ No

If yes, Insurance Company _____

Make _____ Model _____ Capacity _____

Plate # _____ Expiry Date _____

Vehicle #2 (IF ANY)

Vehicle Owner's Name _____ Telephone # _____

Vehicle Owner's Address _____ Postal Code _____

Does the vehicle have a current and valid Insurance Policy? ☐ Yes ☐ No

If yes, Insurance Company _____

Make _____ Model _____ Capacity _____

Plate # _____ Expiry Date _____

B. Commitments:

I agree to abide by the requirements of provincial law including, but not limited to, *The Traffic Safety Act*, and applicable municipal bylaws while acting as a volunteer driver for school functions. I undertake to report to the school principal all incidents and any suspension of my licence or change in my driver's licence and insurance status that may occur after the date of this authorization while it remains in force within the current school year.

I agree to operate the vehicle(s) referred to herein in a safe manner, to ensure the vehicle is in roadworthy condition, to drive in accordance with provincial and municipal law including *The Traffic Safety Act*, to limit the number of passengers to the number of seatbelts that are usable and to comply with the directions of teachers or agents of the Board of Education. I undertake to report to the school principal all changes of automobile and/or insurance status that may occur after the date of this authorization while it remains in force within the current school year.

I accept the foregoing undertakings and certify that the information contained in this application is accurate to the best of my knowledge.

Driver: _____ Vehicle Owner: _____

Signature of Driver

Signature of Registered Owner of Vehicle

Notes:**Insurance Reminders:**

- In case of a claim, the vehicle owner's automobile liability insurance (plate coverage and package policy) applies before Regina Catholic Schools' insurance.
- Regina Catholic Schools does not insure damage or loss to the owner's vehicle or its contents.
- Applications can be approved by Principal or Vice-Principal only when the driver
 - possesses a valid driver's licence with no unaddressed restrictions, and
 - is able to respond "no" to questions concerning convictions, and suspensions.

For Office Use Only:

The above-named driver is authorized to drive for the school during the current school year.

Signature of Principal (or Vice-Principal)_____
Date