

Riverside Community College District District Vehicle Driver Authorization Request Form

PLEASE READ THESE INSTRUCTIONS:

A Request to Drive District Vehicles should be received 10 work days prior to the date of the trip.

If the date of the trip is less than 10 days away, the form must be hand delivered at least 3 days prior to your trip.

1. Complete this form a O R Q U W K (3 1 U I R O I P D V H
2. Include a copy of driver's CDL
3. Fax, E-Mail, L Q Q R H U L F H and-deliver to W K H 3 B R O S E B H W o r e a t Q W W 5 L K Y H U V L G H & D P S X V.

For insurance purposes, anyone under the age of 18 will not be approved to drive district vehicles.

To: **D**

E-Mail: s\OYLD.vDOHQWLQH V@rccd.edu

Fax: 951 (951)

The following employee/student/volunteer will be driving district vehicles and requires a DMV Check.

CHECK ONE: STUDENT EMPLOYEE VOLUNTEER

' U L Y H U V 1 D P H

' U L Y H U V ' D W H R I % L U W K

& X U U H Q W \$ G G U H V V

D r i v H U V S K R Q H Q X P E H U

' U L Y H U G H S D U W P H Q W F D P S X V

' U L Y H U V / L F H Q V H 1 X P E H U 6 W D W H , V V X H G

I am a student, currently enrolled in _____ Units at RCC/Norco/Moreno Valley.

6 W X G H Q W (P S O R \ H H 1 X P E H U

6 X S H U Y L V R U V 1 D P H

I certify that the above information is true and correct. I also authorize Riverside Community College District to request a DMV report for insurance purposes.

Driver's Signature

Date

Advisor/Instructor/Staff Name (please print)

Advisor/Instructor/Staff Signature Date

Requestor/Department and Supervisor Name

Date

Total occupants for RCCD vans cannot exceed ten (10) persons, including the driver, otherwise a commercial, Class B license is required.

POLICE DEPARTMENT USE ONLY

The above-listed person is is not authorized to drive I R URCCD.

3 R O L I F S I D U W N a m e / S i g n a t u r e

Date