



# University of Guelph Student & Volunteer Use of University Owned or Leased Licensed Vehicle Approval Form

I \_\_\_\_\_ voluntarily agree to drive a University of Guelph vehicle from \_\_\_\_\_ to \_\_\_\_\_ on date: \_\_\_\_\_ for the purpose of:

I hold a current valid Province of Ontario Driver's License, Class \_\_\_\_\_, driver's license number \_\_\_\_\_, expiration date \_\_\_\_\_.

The vehicle to be driven is make \_\_\_\_\_, model \_\_\_\_\_, license plate number \_\_\_\_\_, U of G ID number \_\_\_\_\_.

I am fully familiar with the Ontario Highway Traffic Act and I undertake to comply with the provisions of the Act at all times.

I am aware of, and fully comply with the University policy and procedures on the operation and use of University owned, leased and rented licensed vehicles as specified in University of Guelph policy 1.2.25 – Licensed Vehicles.

\_\_\_\_\_  
Student Signature                      Student ID Number                      Date

Statement by Department Chair or Designate:

I approve the use of the University of Guelph vehicle by the registered student named above. I am satisfied that the information provided above is accurate to the best of my knowledge.

\_\_\_\_\_  
Department Chair/Designate (Name Printed)                      Department Chair/Designate (Signature)

The original completed and signed form is to be kept on file by individual departments. A copy is to be emailed to Treasury Operations at [Treasury@uoguelph.ca](mailto:Treasury@uoguelph.ca).