

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 _____ for the purpose of _____ for Department _____.

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.

I certify that a Minimum \$1 Million Third Party Liability Limit has been obtained on my Personal Vehicle(s) that are used for University business purposes.

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)

This form is to be completed and kept on file by individual departments. Please send a copy to Treasury Services – Insurance Division.