



## Diocese of San Jose Driver Information Sheet

I. **Driver:**      ☐ Employee      ☐ Volunteer

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Drivers License #: \_\_\_\_\_ Date of Expiration: \_\_\_\_\_

Any Restrictions? ☐ Yes ☐ No      Please

Explain: \_\_\_\_\_

II. **Vehicle that will be used:**

Name of Owner: \_\_\_\_\_

Address of Owner: \_\_\_\_\_

Make & Model of Vehicle: \_\_\_\_\_ Year of Vehicle: \_\_\_\_\_

License Plate #: \_\_\_\_\_ # of Seatbelts Available \_\_\_\_\_

III. **Insurance Information**

When volunteers or employees are using their privately-owned vehicle(s), the vehicle's insurance coverage will always be considered primary. **Please attach a copy of the declaration page of your current policy:**

Insurance Company: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Date of Policy Expiration: \_\_\_\_\_

Liability limits of policy\*: \_\_\_\_\_

\*Please note: The Diocese requires that drivers maintain minimum automobile limits of \$100,000/ \$300,000/ \$50,000.

IV. **Certification**

I certify that the information given on this form is true and correct to the best of my knowledge. I understand that as a volunteer driver, I must be 25 years of age or older, possess a valid driver's license, have the proper and current license and vehicle registration and have the required insurance coverage in effect on any vehicle used on behalf of the ***Santa Teresa Church***. I further understand and authorize above mentioned parish to obtain my driving records as they deem necessary.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Thank you for providing this information*

**Please attach a current copy of your driver's license.**