



MINISTRY DRIVER SCREENING

Name of Insured: Red Mountain Community Church

Policy #: 02A5A313786

Name (as shown on license): _____

Birth Date: _____ Driver's License #: _____ State Issued: _____

Is this a Commercial Driver's License? ☐ Yes ☐ No

Is this an Employee? ☐ Yes ☐ No

Driving History Over the Past 3 Years (circle one):

1. Have you been at fault for any accidents? ☐ Yes ☐ No
2. Have you had any moving traffic violations? ☐ Yes ☐ No
3. Have you had any insurance company cancel or refuse to provide you with auto insurance? ☐ Yes ☐ No
4. Have you had your driver's license revoked, suspended or restricted? ☐ Yes ☐ No
5. Have you had any physical impairment other than corrective glasses? ☐ Yes ☐ No
6. Have you ever been charged with or convicted of "driving while intoxicated" or "driving under the influence?" ☐ Yes ☐ No

If any question(s) 1-6 have been answered with "yes", please provide full details below: (include dates, descriptions, amounts or other explanation)

I understand that as a volunteer/employee, when I drive my personal vehicle on ministry business or for a ministry activity, my personal auto insurance will be primary to that carried by the organization.

Signature of Driver: _____

Date: _____

DRIVER: SEE REVERSE SIDE OF FORM FOR THE RED MOUNTAIN TRANSPORTATION POLICY

To be completed by authorized Red Mountain Community Church staff.

Indicate if Primary Driver: ☐ Yes ☐ No

Primary driver would be anyone who drives four or more times per month. (Please limit drivers to no more than four primary per vehicle.)

Type of vehicle: ☐ Church owned vehicle ☐ Rental vehicle ☐ Personal (non-owned) vehicle (Check all that may apply.)

Revised: March 2012

RED MOUNTAIN COMMUNITY CHURCH TRANSPORTATION POLICY

Transporting groups of people to and from church sponsored events is an important part of the ministry at Red Mountain Community Church. It is a responsibility the church takes seriously. The policy is designed to help the church prevent vehicle related claims. The lives of the church members should be entrusted only to the most capable drivers. Therefore, drivers of church vehicles must be selected carefully based on the minimum of the following criteria:

1. **Age:**
 - a. Employees of Red Mountain must be a minimum of 21 years of age to drive church owned vehicles or to drive their personal vehicle on behalf of Red Mountain for church events.
 - b. Volunteers for Red Mountain must be a minimum of 21 years of age to drive church owned vehicles or to drive their personal vehicle on behalf of Red Mountain for church events.
 - c. Both employees and volunteers must be a minimum of 25 years of age to drive a rented vehicle (unless the rental agency specifies differently.)
2. **License:**
 - a. A license must be issued by authorities from within the United States.
 - b. A Arizona license under three (3) years old requires driver to submit prior license information.
3. **Driving Record:** Every driving record will be verified by Red Mountain's insurance agent to determine eligibility to drive. The agent will use information provided on the reverse side of this form to verify eligibility. No person will be approved to drive until the insurance agent gives the authorized representative from Red Mountain approval.

Following are guidelines established for individuals who operate church owned vehicles or non-owned vehicles for church events:

4. **Church Owned Vehicles:** regardless of the length of trip, the church van or other vehicles need to be checked by the driver before and after each trip, including but not limited to:
 - a. Vehicle should be checked for fluid leaks
 - b. Tires checked for proper air pressure and unusual tire wear
 - c. Wipers and fluid levels checked
 - d. Fuel level checked and returned with a full tank of gas
 - e. Horn, turn signals and lights checked for working order
 - f. Van Use Form completed and returned after each trip noting any problems requiring maintenance
 - g. Trailers returned in working order
5. **Use of Non-owned Vehicles:** Vehicle owners are responsible for damage caused by their vehicles. Donating the use of a non-owned vehicle does not relieve liability. A non-owned church vehicle should be in good working, using guidelines addressed above.
 - a. Drivers under the age of 21 should not carry passengers during church authorized events.
 - b. Drivers not approved by RMCC's insurance agent to drive for authorized events will not be permitted to drive.
 - c. Vehicle owners and the driver must have their own personal automobile insurance policy.
6. **Responsibility of All Drivers:** Once the vehicle is determined to be safe for travel, the driver's responsibility is to drive safely, under a minimum of the following guidelines:
 - a. A safe speed may be less than the posted limit and seldom ever greater than the posted limit.
 - b. Drivers and passengers will wear seat belts at all times and comply with all traffic laws.
 - c. Cellular phones (or other electronic devices) should not be used by the driver while driving down the road.
 - d. Avoid driving at night or when tired.
 - e. In case of an accident, drivers are responsible for all driver-related tickets and fines.
 - f. Accidents occurring to church owned vehicles require the driver to complete the information card located in the glove compartment.

I have read and understand the Red Mountain Community Church Transportation Policy, return this form for processing.

Signature of Driver: _____

Date: _____