



# AP-E-101.1.1 VOLUNTEER DRIVER FORM

(Valid in the current school year only)

A. Campus: \_\_\_\_\_ School Year: 20\_\_\_\_ / 20\_\_\_\_

B. Driver's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Address: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ Class: \_\_\_\_\_ Expiry Date (dd-MON-yyyy): \_\_\_\_\_

Has your driver's license been suspended in the last three years? Yes No (see Notes section, #1 below)

If yes, please provide date of reinstatement: \_\_\_\_\_

Have you been involved in any accidents as a driver during the last three years? Yes No

If yes, please provide details: \_\_\_\_\_

Have you been convicted of an offense under the Highway Traffic Act, the Motor Vehicle Administration Act or for any motor vehicle related offense under the Criminal Code during the last three years? Yes No

If yes, please provide details: \_\_\_\_\_

C. Vehicle: \_\_\_\_\_  
Make Model Capacity

Second Vehicle (optional): \_\_\_\_\_  
Make Model Capacity

Vehicle Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Vehicle Owner's Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Insurance on Vehicle: Company: \_\_\_\_\_ Policy Number: \_\_\_\_\_

Agent: \_\_\_\_\_ Liability Limit: \_\_\_\_\_  
(min. \$2,000,000)

### NOTES:

1. Applications can be approved only when the driver possesses a valid driver's license and is able to respond to questions concerning convictions and suspensions.
2. Insurance Reminders:
  - a. In case of a claim, the vehicle owner's automobile liability insurance applies before FFCA insurance.
  - b. Excess automobile liability insurance protection is provided under the Board's insurance policy for authorized drivers while transporting pupils in privately-owned vehicles on an approved school activity or function. This insurance is only for an amount in excess of the greater of the minimum liability limit required by Alberta law or such higher limit of liability provided by the vehicle owner's automobile liability insurance policy.
  - c. Damage to the owner's vehicle is NOT insured by FFCA.
3. The owner of the vehicle is expected to inform his/her insurance agent of the intention to use the automobile and to act as a driver for school activities. The majority of insurance companies do not require an endorsement to auto policies or an additional premium charge because this driving is classified as occasional and is not done for compensation

### DRIVER'S COMMITMENTS (initial to the left of each statement):

\_\_\_\_\_ I agree to abide by the requirements of the Highway Traffic Act and the City of Calgary Traffic Bylaws while acting as a volunteer driver for school functions.

\_\_\_\_\_ I undertake to report to the campus Principal Educator all accidents and any suspension or change in my insurance status which may occur after the date of this authorization while it remains in force (i.e. current school year).

\_\_\_\_\_ I have advised my insurance company that I have applied to serve as a volunteer driver.

\_\_\_\_\_ I agree to operate the automobile referred to herein in a safe manner, to drive in accordance with the Highway Traffic Act, to limit the number of passengers to the number of seat belts which are usable, and to comply with the directions of teachers.

\_\_\_\_\_ I accept the foregoing undertakings and certify that the information contained in this application is accurate to the best of my knowledge.

Driver Signature: \_\_\_\_\_ Vehicle Owner Signature: \_\_\_\_\_

### FOR OFFICE USE ONLY:

The above-named driver is authorized to assist the school during the School Year: 20\_\_\_\_ / 20\_\_\_\_

Signature of Principal Educator: \_\_\_\_\_ Date: \_\_\_\_\_  
(mm/dd/yyyy)