## AUTHORIZATION FOR USE OF COLLEGE-OWNED VEHICLES Driver Record Review

As the driver of a College vehicle, I agree that I will be drug free and alcohol free when using the vehicle. Also, I agree that I will not allow anyone else to drive the vehicle that has not been authorized by Monroe County Community College. I will strictly abide by all applicable state laws governing the operation of motor vehicles, including seat belt legislation. I further understand that this authorization may be revoked at any time by Monroe County Community College. In the event of any traffic violation, accident or unusual occurrence involving a Monroe County Community College vehicle, I will report it immediately to the Office of the Vice President of Administration.

Signature of Driver	Date
Authorization to use College vehicles approved	l by:
Human Resources Director	Date

cc: Vice President of Administration

## Cross-References

Policy 6.06	Policy for Reimbursement for Use of Private Automobiles
Policy 6.07	Policy for Use of College-Owned Vehicles
Procedure 6.08	Procedures Governing the Use of College-Owned Vehicles