



# AUTOMOBILE TRANSPORTATION RECORD FOR STUDENT ACTIVITIES

School: \_\_\_\_\_ Date: \_\_\_\_\_

Name of group or student(s) to be transported: \_\_\_\_\_

Date(s)	Event & Destination	Miles
	<b>Total Miles To Be Traveled</b>	

Name of Driver: \_\_\_\_\_

Utah Driver License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Home Address: \_\_\_\_\_  
Street Address City State Zip Code

Home Phone Number: \_\_\_\_\_ Work Phone Number: \_\_\_\_\_

Insurance Company of Driver: \_\_\_\_\_

Policy Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

State Risk Management Driver Training Completed? Yes No

Signature of Driver \_\_\_\_\_ Date \_\_\_\_\_

Signature of Principal \_\_\_\_\_ Date \_\_\_\_\_

With prior approval of the school principal, a privately owned automobile may be used to transport a student or students.

The following guidelines apply:

- All safety precautions as outlined in Nebo School District’s Policy IICA must be followed.
- Written consent of parents/guardians must be obtained prior to transporting students.
- The liability coverage by the District begins when the driver picks up the student(s) and ends when the student(s) are delivered to the event or to the school following the event.
- In the event of a liability claim, any claim in excess of that paid by the driver’s insurance will be assumed by the district. The driver may file claims with the District’s Risk Management Department.
- Use of vehicles with a passenger capacity of more than ten (10) people, including the driver, is prohibited.

The driver must:

- be twenty-one (21) years of age or older; and
- have vehicle liability insurance coverage for the vehicle used.

The principal will:

- submit one copy of this **Transportation Record** to the Elementary or Secondary Director and keep one copy on file at the school.