



DRIVER INFORMATION FORM

Parish/School: _____

Drivers must: (1) have a current driver's license, current vehicle registration, and insurance in the stated amounts; (2) have completed the diocesan EIM training and background check; and (3) be at least 25 years of age, unless an exemption is granted as noted below. Parishes/Schools should maintain driver information forms in secured files and keep the forms current.

DRIVER INFORMATION: Attach a copy of driver's license.

(1) Driver's Name: _____
(2) Driver's Phone & Email: _____

- (3) **Driver represents:**
- (a) all information in the attached copy of my license is accurate;
 - (b) I have not had any tickets for moving violations (speeding tickets, red light violations, etc.) in the last 5 years;
 - (c) I have not been involved in any automobile accidents as a driver in the last 5 years;
 - (d) I have not been arrested for DWI, DUI, or dangerous driving in any state in the last 10 years;
 - (e) I am not currently operating under an SR-22; and
 - (f) in my opinion, I am a safe driver.

If any of the foregoing is not true, explain (attach additional sheets if necessary): _____

VEHICLE INFORMATION:

- (1) Make/Model/Year of Vehicle _____ / _____ / _____
 (2) License Plate Number of Vehicle: _____ State: _____ (List all vehicles on the reverse side of this form if driver will use more than one vehicle.)
 (3) Name, Address, & Phone of Owner of Vehicle if different from Driver: _____
 (4) Driver represents that, to best of driver's knowledge, the vehicle(s) is in good operating condition and is not in need of repair.

INSURANCE INFOMRATION: Liability limits may not be less than \$100,000/\$300,000

- (1) **Attach a copy of the current insurance card.**
 (2) Driver represents that Driver is current in the payment of premiums for the insurance described on the attached insurance card, that the insurance is in effect, and that all information on the insurance card is true and correct except: _____

DRIVER'S CERTIFICATION: I certify that the information in this form is true and accurate. I promise that I will maintain my driver's license current, properly maintain my vehicle, carry the insurance described above, and comply with EIM standards of conduct.

Driver's Signature: _____ Date: _____

Parish/School Signature granting Approval: _____ Date: _____
(Must be signed by Pastor, Principal, DRE, Youth Minister, or Dept. Director)

PARISH REQUEST FOR EXEMPTION FOR DRIVER UNDER 25 AND OLDER THAN 21:

(Use this section and send form to the Chancellor ONLY if Driver is under 25.)

On behalf of the Parish, the undersigned requests an exemption from the requirement that the driver must be at least 25. I represent to the diocese that: (a) I reviewed the information in and attached to this form; (b) I verified that the driver is compliant with EIM requirements; and (c) the driver has the parish's/shool's permission to transport minors and other persons for parish/school functions.

Signature: _____ Title: _____ Date: _____
(Must be signed by Pastor, Principal, DRE, Youth Minister, or Dept. Director)

Send to Chancellor's Office at 6225 US Highway 290 E, Austin, TX 78723 or fax to 512-949-2524 or email to janice-ingram@austindiocese.org.

Chancellor's Signature _____
Authorizing Exemption: _____ Date: _____