

ADMINISTRATIVE PROCEDURE

DECLARATION TO BE SIGNED BY DRIVER

VEHICLE INFORMATION

Make: _____ Year: _____ License Plate No.: _____

Insurance Policy No.: _____ Insurance Agent: _____

I declare:

- That I hold an unrestricted driver's license and am authorized to drive in Ontario, and my vehicle is insured by a valid automobile liability insurance policy as required by Ontario law. That I am at least 18 years of age, licensed to drive in Ontario with a full Class G license, and my vehicle is insured by valid automobile liability insurance, as required by Ontario law.
- That the vehicle described above is mechanically fit and that there are seat belts in working condition for all passengers.

Name {Please Print}: _____ Signature: _____

Please print first & last names of children attending this school below: _____ Date: _____

School Administrator {Please Print}: _____ Signature: _____

DECLARATION TO BE SIGNED BY OWNER OF VEHICLE (if Volunteer Driver does not own the Vehicle)

I declare:

- That I have authorized {Please Print Name} _____ to drive my vehicle, as described above, to transport students participating in school event(s) listed on this form.
- That he/she holds an unrestricted driver's license, is licensed to drive and is insured as an operator under the vehicle's liability insurance.
- That the vehicle described above is mechanically fit and that there are seat belts in working condition for all passengers.

Name {Please Print}: _____ Signature: _____

Date: _____

All Volunteer Drivers are advised that in order to bring into effect the DSBN's Excess Liability Insurance, they must:

- a) Use a licensed automobile which carries valid third-party liability insurance, as required under legislation in the Province of Ontario.
- b) Provide the DSBN prompt written notice, with all available particulars, of any accident arising out of the use of a licensed automobile during a trip on business of the DSBN.
- c) Be aware that the DSBN's Excess Liability Insurance comes into effect only after the "Volunteer Driver's" insurance has been exhausted, to a combined total of \$24 million.

Note: A "volunteer driver" is defined as any person who has agreed to be a driver for a certain trip on which they are driving their own or another licensed automobile, who has indicated to the DSBN that they meet the requirements as indicated on this form. Teachers and other DSBN staff whose job description does not normally include driving students are considered "volunteer drivers".