

LCSS

Authorization of Use of Private Vehicle

3.404.1

_____ of the **Lawrence County School System** has permission to use his/her privately owned vehicle for

(purpose for the trip and the destination of the trip)

on _____ **(Date)**.

If applicable, parent(s)/guardian(s) shall grant permission in writing and submit this form to **the Director of Schools** before any students are transported in a privately-owned vehicle.

_____ has certified that he/she has the appropriate liability insurance on the vehicle being used and has supplied a copy of the current insurance certificate as proof of liability coverage indicating liability limits of at least \$100,000/\$300,000 (bodily injury) and \$50,000 (property) in the event of a liability claim.

Copy of Insurance attached: _____ Copy of Driver's License attached: _____

The Director of Schools reserves the right to terminate the authorization at any time as deemed necessary. *If transporting a single student, two employees are required to be in the vehicle.*

Signature of Employee/Volunteer

Date

Signature of Principal

Date

Signature of Director of Schools

Date