

Willow Glen Bible Church
Volunteer Driver Application Form
Confidential

I am applying to be a Volunteer Driver (drive minors in my personal or borrowed vehicle): Please fill out all sections of this form.

The purpose of this form is to protect those participating in church activities by being selective in the designation of persons authorized to drive personal and/or borrowed vehicles for church sponsored trips. Please fill out this form and return it, **along with copies of your driver's license and your current vehicle insurance declaration page** to the church administrator. A new Volunteer Driver Application Form must be filled out each calendar year. All references to *church* or *WGBC* in this application mean Willow Glen Bible Church in San Jose, California.

Section 1: Personal Information

Name: _____
Last First Middle Driver's License #: _____
Expiration Date: _____
Address: _____ Number Years Driving Experience: _____
City _____, CA. _____ (Zip) Date of Birth: _____
Phone: (home) _____ (cell) _____ Email: _____

Section 2: Vehicle Information: (list any owned vehicles that may be used by you for church transportation)

Model/Year	License Plate	## Working Seatbelts:
Vehicle #1 _____		
Vehicle #2 _____		

Section 3: Insurance Information: (For those applying to be volunteer drivers.) The church prefers volunteer drivers of private vehicles to have a minimum amount of liability insurance. (1) \$100,000 liability per person for bodily injury; (2) \$300,000 liability per incident for bodily injury for all vehicle occupants; and (3) \$50,000-\$100,000 liability for property damage. Please list for all vehicles above. **Attach a copy of your policy's declarations page.**

Vehicle #1	Insurance Company: _____ Policy # _____ Agent: _____ Phone# _____ 1. Liability/person bodily _____ 2. Liability/incident _____ 3. Liability property _____
Vehicle #2	Insurance Company: _____ Policy # _____ Agent: _____ Phone# _____ 1. Liability/person bodily _____ 2. Liability/incident _____ 3. Liability property _____

(If more than two vehicles are to be used, please attach the required information for those vehicles.)

Section 4: Driving Record Information: Please answer the following:

If yes, please write a description on Page 3 of the ticket(s), infraction(s), or accident(s), and any related attendance of traffic school:

Yes ___ No ___ Have you been in an at-fault accident within the last three (3) years?

Yes ___ No ___ Have you been ticketed for moving violations within the last three (3) years?

Note: The church may not use volunteers who answer yes to any of the following. (If your answer is "yes", please indicate why by circling the appropriate responses.)

Yes ___ No ___ Have you been convicted or has your license been revoked or suspended for:

Reckless or negligent operation of a vehicle

Hit and run

Driving while under license suspension or revocation

Using any motor vehicle in the commission of a felony

Unlawfully transporting a controlled substance or hazardous material

Permitting an unlicensed person to drive

DWI/DUI of alcohol or drugs

Unlawfully leaving the scene of an accident

Speed over 100 MPH

Evading a peace officer

Grand theft

Section 5: Drivers Requirements and Declarations:

I certify that for the calendar year _____ for which I have volunteered to be a WGBC driver that **(put a check mark in each box that you certify):**

- ☐ I possess a valid driver's license from the State of California. **Please attach copy of your License.**
- ☐ I understand that it is my responsibility to determine if my vehicle insurance has any liability policy limits or exclusions regarding transporting church groups that might affect my ability to meet the qualifications for a volunteer driver.
- ☐ I will maintain the minimum insurance coverage required by the church for volunteer vehicle(s) listed in Vehicle Information and only volunteer to drive when such insurance policies and coverage listed in Insurance Information are in force.
- ☐ **When driving my privately owned vehicle**, I understand that in case of any accident, injury, or vehicle damage, the church's **liability** insurance policy does not provide **primary or direct** insurance on my vehicles. The church's insurance may take effect only after my personal auto insurance limits are exhausted and does not provide any comprehensive or collision coverage on my vehicles(s). Damage to any private vehicle is the responsibility of the vehicle owner.
- ☐ To my knowledge, my vehicle has a current, valid registration and operating license, is in safe operating condition (brakes, tires, etc.) and complies with all applicable California laws.
- ☐ I am in good physical and mental health, it is safe for me to drive and neither my driver's license nor my ability to operate a vehicle is limited by any medical, physical, or emotional restriction or condition.
- ☐ I understand that, if approved as a Volunteer Driver, I have a continuing obligation to advise the church of any change in information provided on this form including, but not limited to, involvement in a car accident in which I am cited, any citations for moving violations, non-renewal of license, termination of license, change of insurance company, change in amounts of insurance coverage, termination of insurance, or change in vehicle. I will promptly provide this information.
- ☐ I affirm that I have read the **WGBC Driver Expectations** and will comply with these expectations while driving my own (or borrowed) vehicle for WGBC events.
- ☐ I affirm that I will carefully transport all persons under my care, including obeying all traffic laws and the church transportation policy.

In signing this form I certify that the information given by me on this form is true and correct to the best of my knowledge, and grant Willow Glen Bible Church permission to obtain a copy of my motor vehicle driving record and to conduct any driver or criminal record check deemed appropriate by the church. I release Willow Glen Bible Church and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims, or lawsuits in regard to the information obtained from any and all of the above referenced sources used.

Driver's Signature _____ Date _____

(For church use only)

____ Approved for addition to WGBC Volunteer Driver List
____ Declined

Administrator's Signature _____ Date _____

If you answered “yes” to any of the questions in Section 4, please write a brief description of the ticket(s), infraction(s), or accident(s), and any related attendance of traffic school:
