

Casa di Mir Montessori School

Driver Registration Form

All field trip drivers must submit this form and documentation outlined below before being approved to drive.

Full Name as it appears on Driver's License: _____ cell #: _____

Current Driver's License #: _____ Issuing State: _____ Expiration Date: _____

Owner of Vehicle: _____ License Plate #: _____

Vehicle Year: _____ Make: _____

Registration Expires: _____ Student Seating Capacity: _____

Insurance Company: _____ Expiration Date: _____

Policy #: _____ Liability Limits of Policy: _____

Please attach the following information to this form:

- Declarations page from your auto insurance carrier stating coverage and limits. Drivers must carry the minimum liability coverage of \$100,000/\$300,000 but preferably \$250,000/\$500,000. \$100,000 for property damage and \$10,000 per person for medical payments. **(Required current every school year)**
- A photocopy of your driver's license. **(Required current every school year)**
- A current driver record from DMV: **(Required current every school year – mailed copy from DMV preferred)**
Download form INF1125 from DMV website and mail it in to DMV. Allow plenty of time as it takes 6-8 weeks for the report to come back from DMV. Another option is to take an appointment at DMV and get it in person immediately **OR** Cost is \$2.00 to print online: <http://www.dmv.ca.gov> – Online Services tab
- Photocopy of the completed Report for Live Scan Service form **(One time requirement)**
- Proof of a negative TB test or a completed Risk Assessment Form from your physician **(Every 4 years)**

Important Driver Information:

- Drivers must be 25 years of age or older.
- Drivers must obtain criminal background clearance through Dept of Justice Live Scan fingerprinting.
- **All passengers must be in seat belts at all times.**
- **Any child under 8 years of age or under 4'9" must also be secured in an appropriate child passenger restraint system that meets federal safety standards.**
- Each driver must proceed directly to and from the assigned destination, with no unauthorized stops.
- School policy dictates that you may not transport a student other than your own child in a front seat with an airbag.
- If you drive your personal automobile on a field trip and are involved in an accident, your insurance policy is primary. The school does not cover, nor is responsible for comprehensive and collision coverage to your vehicle

I certify that the above information is correct and the insurance coverage is in force. I understand that I must have liability coverage and agree to advise Casa di Mir of any changes in the above information. I further certify that the vehicles listed above are safe and that I am physically and mentally able to drive students on field trips. Finally, I certify that I have not been cited for reckless driving or driving while under the influence of drugs or alcohol within the past five years. I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages.

Driver's Signature: _____ **Date:** _____