

REQUEST FOR VEHICLE USE

Return completed form to Church Office



TODAY'S DATE _____

NAME _____

Which vehicle(s) do you need? Shuttle Bus Blue/Brown Van White Van

Person/Ministry requesting transportation _____

Date(s) transportation needed _____

Departure time _____ Return time _____

Activity and Destination: _____

Driver(s) name & phone number _____

Do you need any seats taken out or added to vehicles _____

ALL VEHICLES

General Responsibilities

- Safety of passengers is the primary obligation while using any vehicle belonging to Oaklandon Christian Church.
- Seat belts must be used at all times.
- Scheduling must be by completed using a Request for Vehicle Use form.
- **Vehicles must be cleaned and filled with gas after use.**

VANS

Requirements

- Drivers must be at least 23 years old and have a valid driver's license.
- In order to decrease the risk of rollover the vans owned by the Church or School must not be loaded beyond stated capacity; for example no more than 15 passengers in a 15 passenger van.

SHUTTLE BUS

Requirements

- Driver(s) must have a valid CDL Passenger license and be cleared by the Church Office
- At least one driver with a CDL with Public Passenger endorsement must be available for the entire trip or event; relief drivers with a CDL with Public Passenger endorsement should be available on long trips

