



Diocese of Hamilton Volunteer Drivers

Parish _____ Date _____

Name of Driver _____

Address _____

City _____ Postal Code _____

Phone Number _____ Driver's Licence Number _____

Driver's Licence Class _____ Expiration Date _____

Vehicle Make and Licence Number _____

Insurance Company _____ Policy Number _____

Amount of Coverage _____ Expiration Date _____

- I hereby advise that I am planning to drive occasionally as a volunteer. I have received and read the Policies for Volunteer drivers and agree to its terms.
- I have shown the parish my driver's licence and insurance information.

Signature _____ Date _____

Permission from Owner of Vehicle

I hereby give permission for my vehicle to be used by _____ as a volunteer driver with _____ Parish.

Name of Owner _____ Signature _____

Volunteer drivers are advised that:

- A. They must carry valid third-party liability insurance as required under legislation in the Province of Ontario. (***the amount of insurance must be 2 million or more.***)
- B. That the Diocesan Liability insurance comes into effect only after the volunteer driver's liability insurance has been exhausted.
- C. They must provide written notice to the parish team, with all available particulars, of any accident involving the above vehicle while serving as a volunteer for the parish.
- D. They must advise the parish team of any changes in your drivers licence or insurance.
- E. The parish is not responsible for any parking tickets or any traffic violations.

Policies for Volunteer Drivers

1. The minimum age for Volunteer Drivers is eighteen.
2. Drivers must hold a valid Ontario Driver's License "G" and carry a minimum of \$2,000,000.00 for car and \$2,000,000.00 for vans of personal liability and property damage primary insurance.
3. Drivers must consult their insurance company or check their policy before driving.
4. Drivers must complete a Volunteer's Driver Form.
5. The driver's vehicle must be mechanically fit with seatbelts that are in working condition.
6. Routes that the volunteer drivers take should be predetermined.
7. The volunteer drivers can refuse to drive when the weather is inclement or road conditions are dangerous.
8. A list of passengers for each driver will be left at the parish office or with a contact person.
9. A list of passengers' names and emergency information will be given to each driver. This Information is confidential and is to be kept in a safe place. Return this information to the Parish when the drive is finished.
10. Permission slips must be signed by parents or guardians to allow a child or youth (under 18) to be transported by a volunteer driver.
11. Telephone the parish or contact person if an unforeseen situation arises which will result in a major delay.
12. Drivers must not drink or have alcohol in the vehicle while carrying out their volunteer Driving assignment.
13. Drivers must not smoke in the vehicle.
14. Try never to drive with only one youth or child in the vehicle. Always have two children or ask another adult to accompany the volunteer driver.
15. Drivers have the right to let their passengers know if the passenger's behavior is inappropriate.
16. Drivers shall carry no more passengers than the number of seat belts available.
17. Advise parish team/ministry leader of any changes in your driving record, condition of automobile, medical health (if it affects your ability to drive or car insurance).