

KNOX COLLEGE DRIVER AGREEMENT

The driver of any vehicle, rented or owned by Knox College, agrees that he/she shall:

- Possess a valid U.S. driver's license and be at least 18 years of age.
- Not have more than two at-fault accidents and/or violations within the last 36 months.
- Not have a violation for drunk driving, driving under the influence of drugs, speeding 25 miles or more over the speed limit, or reckless driving within the last 60 months, or have a reinstated license in effect less than one year after revocation.
- Use vehicles for authorized business activities only – not for personal activities.
- Not permit any unauthorized person to drive the vehicle.
- Use seat belts or other available occupant restraints and require all occupants to do likewise; the number of passengers shall not exceed the number of seat belts.
- Operate vehicles in accordance with College regulations; know and observe all applicable traffic laws, ordinances and regulations; and use safe driving practices at all times.
- Assume all responsibility for any and all fines and traffic violations associated with his/her use of the vehicle.
- Not drive under the influence of drugs or alcohol.
- No smoking allowed in any vehicle.
- Not drive while using a cell phone.
- Not transport unauthorized passengers such as hitchhikers.
- Turn off the vehicle, remove the keys and lock the vehicle when it is left unattended.
- Drive the vehicle at speeds appropriate for road conditions.
- Not drive the vehicle "off road" unless an emergency exists or an off-road detour is required.
- Before leaving the parking area or garage, inspect the vehicle for safety concerns, check tires, wipers, lights and other safety equipment for observable defects. Immediately report any defect to the Administrative Services Center.
- Report all accidents or violations to the Administrative Services Center.
- Be aware that he/she is subject to applicable College disciplinary procedures for violations of this agreement.

Your signature represents your agreement to the above terms and conditions.

Driver's Printed Name

Date

Driver's Signature

Date of Birth

Driver's License Number

Expiration Date