

Template

**DRIVER'S AGREEMENT**

I have agreed to act as a driver on this trip. I agree that I have a valid driver's license and will:

- Use and require all passengers to use seat belts or other available occupant restraints and require all occupants to do likewise in accordance with state laws. (The number of passengers may not exceed the number of seat belts.)
- Operate the vehicle in accordance with applicable university and Board of Regents policies, 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 or traffic violations associated with his/her use of the vehicles.
- Take a 30 minute break every 4 hours.
- Drive no more than 10 hours in any 24 hour period. Trips that require more than 10 hours driving time to reach a destination require overnight lodging.
- Will not drive between the hours of 1:00 am and 5 am, unless an exception is granted by the sponsoring unit.
- Not allow the use of alcohol or drug use by anyone in the vehicle.
- Not use electronic devices while driving.
- Not transport unauthorized passengers such as hitchhikers, family members, or friends.
- 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.
- Immediately report all accidents or violations to the police and the sponsoring unit.

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Signature of Driver

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name