Appendix 2.8.1.1 Driver Contract and Approval Form

**APPENDIX 2.8.1.1 DRIVER CONTRACT AND ACTIVITY/TRIP APPROVAL FORM**

**Driver Contract and Activity/Trip Approval Form**

Sponsors must complete and submit this Driver Contract and Activity/Trip Approval Form to their Vice President at least three working days prior to the day of departure.

Indicate below the type and number of vehicles to be used for the trip.

University-Rented Vehicles ______  Privately Owned Vehicles ______

Sponsor: __________________________  Dept: ______________________________  Tel/Ext: ________

Destination: _________________________  Departure Date: _____________  Return Date: ______________

Activity/Trip Description: ____________________________________________________________

____________________________________________________________________________________

Printed Name of Driver  ID#  Driver’s Signature  Driver is Approved

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<th>ID#</th>
<th>Driver’s Signature</th>
<th>Driver is Approved</th>
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The activity/trip sponsor will ensure that all drivers know and agree to abide by the Fontbonne University transportation policies and procedures.

Sponsor’s Signature: ____________________________  Vice President Approval: ____________________________