

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: _____

Public Safety Officer's
Signature Indicating

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

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: _____