



FIELD TRIP DRIVER'S LICENSE AND VEHICLE INSURANCE INFORMATION

(required when transporting students on field trips
in personal or leased vehicles)

Information on the driver and the driver's liability insurance is required for all personal and leased vehicles used to transport students (not applicable for school bus or commercial bus drivers or vehicles).

FIELD TRIP PLAN (to be completed by the teacher)

Specific Trip	Repeated Trip
Date	Explain
Destination	
Purpose	

DRIVER AND INSURANCE INFORMATION (to be completed by the driver and the owner or lessee of vehicle)

PART I. DRIVER		
Name _____		
<input type="checkbox"/> Student <input type="checkbox"/> Parent <input type="checkbox"/> Teacher or Staff Member <input type="checkbox"/> Other		
Operator's License Number _____	State _____	Expiration Date _____
I certify that the vehicle I will use for this field trip: <ul style="list-style-type: none"> <input type="checkbox"/> is designed and manufactured to transport fewer than ten passengers <input type="checkbox"/> meets Federal Motor Vehicle Safety Standards and state standards applicable to passenger car occupant protection standards (at the time the vehicle was manufactured) <input type="checkbox"/> has a certified seat and seat belt for each passenger (owner- or dealer-installed seats and/or seat belts are not certified) 		
Driver's Signature _____		Date _____

PART II. INSURANCE	
Owner or Lessee of Insured Vehicle _____	
Insurer _____	
Vehicle Make _____	Model _____
Owner's or Lessee's Signature _____	
Date _____	

SCHOOL PRINCIPAL APPROVAL	
Principal's Signature _____	Date <u>1/10/14</u>