

Driver Authorization Application

Submit with copy of valid driver's license. MVR check required before approval. Annual renewal required.

Applicant Information

Full Name**Employee ID****Department *****Position/Title *****Phone****Email**

Driver's License Information

Driver's License Number ***State Issued****Issue Date****Expiration Date****License Class**

Class C (Standard)

Class B (Commercial)

Class A (CDL)

Vehicle Types Requested

Sedan/Compact Car

SUV

8-Passenger Van

12-Passenger Van

15-Passenger Van (requires additional training)

Utility Vehicle/Truck

Driving History Disclosure

Number of moving violations in past 3 years

Number of at-fault accidents in past 5 years

Has your license been suspended/revoked in past 5 years?

No

Yes (explain below)

Any DUI/DWI convictions in past 7 years?

No

Yes (explain below)

Explanation (if applicable)

Training Verification

Defensive Driving Course completed

Course Completion Date

 (MM/DD/YYYY)

15-Passenger Van Training completed (if applicable)

Certifications & Agreements

I certify all information provided is true and accurate *

I authorize Wiley University to obtain my Motor Vehicle Record (MVR) *

I have read and agree to the University Vehicle Use Policy *

I agree to report any changes in driving status within 24 hours

I understand authorization may be revoked for policy violations

Applicant Signature

Applicant Signature

Date:

Sign above

Approvals

Supervisor

Date:

Sign above

Fleet Manager

Date:

Sign above

Risk Management

Date:

Sign above