



**FLORIDA ANNUAL CONFERENCE
UNITED METHODIST CHURCH**

New Driver Form

Send completed form to:

Fax No:863-686-7363 or e-mail to: aruiz@flumc.org

IMPORTANT: This form must be submitted for all new drivers at least ten (10) business days prior to their operating a church vehicle. All drivers must hold a *Florida Driver's License*, be at least **21 years of age and have at least one year of U.S. driving experience** to operate a church vehicle.

Must attach a copy of current Florida Driver's License.

Church Information:

Church Name: _____	City _____
District: _____	GCFA#: _____
Contact Person: _____	Title: _____
Phone Number: () _____	Fax: () _____
Email: _____	
Name of Church Official Approving Driver: _____	Date: _____

Driver Information:

Provide all information below as it appears on the applicant's driver's license.

Driver's Full Name: _____	
Driver's License Number (Must be a valid Florida Drivers License) _____	Date of Birth: _____
Any Moving Violations in the Last Five Years: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Driver is a:
<input type="checkbox"/> Volunteer
<input type="checkbox"/> Church Employee:
<input type="checkbox"/> Employee Position/Title: _____

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Driver Orientation:

- The driver must initial each line below indicating their understanding and acceptance of each item for each church vehicle they will be operating.

- I am aware that a van or bus, being heavier than an average car, takes longer to stop (_____)
- I am aware that a vehicle, when filled with passengers or cargo, takes longer to stop (_____)
- I am aware that when backing up a church vehicle, I must be aware of what is behind the vehicle (_____)
- I have been shown how to use the emergency brake (_____)
- I have been shown where the headlight and hazard light switches are and how to operate them (_____)
- I have been shown where the turn signal lights are and how to operate them (_____)
- I have been shown where the seat belts are and how to use them (_____)
- I have been shown where the spare tire and tools are located and how to change a tire (_____)
- I will inspect and ensure that the following are operating properly prior to driving any church vehicle
(a) tires, (b) headlights, (c) tail lights, (d) brake lights, (e) turn signals, (f) all mirrors, (g) seatbelts (_____)

(A Vehicle Inspection Form is available from the Department for Ministry Protection)

Church Official Confirmation:

- The church official must initial the statement below indicating their approval of the driver's ability.

The above named driver has demonstrated to me their ability to operate all church vehicles safely (_____)

Authorization to Obtain Motor Vehicle Records:

I am aware that motor vehicle reports may be obtained as part of the Florida Annual Conference United Methodist Church's evaluation of my request to operate a church vehicle. The reports may be procured by the Florida Annual Conference United Methodist Church or its insurance broker/company representative(s), and may include information obtained from state motor vehicle departments, my driving record or an assessment of my insurability for the insurance program.

By signing below, I hereby provide my authorization for the Florida Annual Conference United Methodist Church or their insurance broker/company representative(s) to procure such information and reports about me from time-to-time as deemed appropriate, to evaluate my insurability or for other permissible purposes.

Signature of Driver

Date

Keep a copy of this form for your records and forward a copy to:

Fax No: 863-686-7363

or e-mail to: aruiz@flumc.org

aruiz@flumc.org

Additional information and all forms are available on the Florida Conference website (www.flumc.org)

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