

LOS ANGELES COMMUNITY COLLEGE DISTRICT
DRIVER DATA FORM

DATE _____

Update New Applicant

DO LACC ELAC LAHC LAMC LAPC LASC LATTC LAVC WLAC

Risk Management advises that applicant:
 May drive cart May drive cart only
 May drive District vehicle May not drive for the District
 May drive own vehicle (insurance on file) Risk Management (Init)

Class A Class B Class C
Verify (Init): _____
VMV Pull Number: _____

INSTRUCTIONS: Per District Operating Procedure, this form is required for **all** permanent employees who drive for the District for any District business. **Submit both copies of this form, attached Cart Safety Rules, a copy of your driver's license, and a copy of your proof of insurance card (if driving your own vehicle) to the Risk Management Department.** Applicants may **not** drive for the District until authorized by Risk Management. Average approval time is approximately two weeks. The yellow copy will be returned to the originating department.

Full Name: _____ Date of Birth: _____
Print clearly (Last) (First) (Middle)
Address: _____
(Street No.) (City) (State) (Zip)
Previous Address: _____ Employee Number: _____
(if other than shown on driver's license)

CA Driver's License Number: _____

Expiration Date: _____

Note: Drivers of vans must have Class B driver's license

Other states where you have held a driver's license:

State: _____ License Number: _____

PLEASE FURNISH INFORMATION REQUESTED BELOW, OR WRITE "NONE". THIS INFORMATION IS SUBJECT TO REVIEW BY DMV.

LIST ANY CONDITIONS OR RESTRICTIONS SHOWN ON DRIVER'S LICENSE: _____
MOVING VIOLATIONS DURING THE LAST THREE YEARS (type, date, disposition) _____

Do you drive your personal car on district business? Yes No If yes, please provide proof of insurance.
Insurance company name: _____ Policy # _____ Exp. Date _____ Verification (init) _____

Department driving for: _____ Supervisor Name: _____

Will you drive: Cart District Vehicle Own Vehicle
Dept. _____ Phone/Ext. _____

(Applicant Signature)

Approval _____ Dept. _____ Phone/Ext. _____
(Supervisor Signature)