

**FIELD TRIP**  
**ADULT DRIVER OF DISTRICT VEHICLE**  
**Non-Staff Member**  
(Refer to Policy 2320P)

**THIS PORTION TO BE FILLED OUT BY DRIVER**

The following information is required in order to allow someone who is not a district employee to drive a district vehicle. After this form has been completed, it should be submitted to the principal's office for approval prior to the field trip.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Driver's License No: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Have you been cited for a major violation?  
(DWI, hit & run, eluding a police officer): Yes \_\_\_\_\_ No \_\_\_\_\_

Have you been cited for a moving violation  
within the past 3 years? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes on either, explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Driver

**THIS PORTION TO BE FILLED OUT BY PRINCIPAL**

Purpose of vehicle use: \_\_\_\_\_

Name of district employee supervising this event: \_\_\_\_\_

Date(s) vehicle is to be used: \_\_\_\_\_

\_\_\_\_\_  
Staff Advisor

\_\_\_\_\_  
Principal