

Medora Community Bible Church

Church Vehicle Policy

According to our insurance company, the church vehicles can only be used for our own church activities. Church vehicles consist of a car and a van. The church secretary or pastor can issue keys after approval by the deacon in charge or one of the pastors.

A quick visual check of the vehicle should be made (tires, fluid leaks underneath, fluid levels, horn, belts, lights, directional and brake lights, etc.) before you leave. The driver also needs to make sure that he has unobstructed vision in all windows and mirrors. Report any problems to the church office. The driver should not drive the vehicle if he does not judge the weather or vehicle to be safe.

Obey the traffic laws; never exceed the speed limit or the maximum passenger limit for the vehicle. It is the driver's responsibility to make sure all passengers have workable seat belts and to make sure all passengers wear their seat belts.

There will be no use of any type of tobacco, illegal drugs, or alcoholic drink allowed in the vehicle.

If at all possible, never travel alone with a minor.

Maintain the discipline of those traveling with you. The driver will have the final authority concerning the deportment of passengers in the vehicle.

Report any accidents, injuries, or vehicle problems to the church office and/or someone in authority over church vehicles.

After use of the church vehicle, clean out the interior, close windows and doors, and make sure all light switches are off. If the vehicle is low on gas, please refill it.

Return the keys to the church office after use.

The request date and time will be posted on a calendar in the church office after they have been approved.

Vehicle Request Form

Vehicle Requested: _____

Person Requesting: _____

Other Drivers: _____

Date Needed: _____

Time of Departure: _____

Date of Return: _____

Time of Return: _____

Destination/Purpose: _____

Are all drivers at least 25 years old? Yes ___ No ___
(Necessary only if you are transporting passengers.)

Do all drivers have a valid driver's license? Yes ___ No ___

Is a copy of all drivers' licenses on file in the church office? Yes ___ No ___

Has driver(s) had any moving violations in the past two years? Yes ___ No ___
If yes, please explain.
(A yes answer may not mean the request is denied, but it will be a consideration.
Of primary concern is the safety of all riders.)

Number of passengers: _____

Adult sponsor(s) other than driver: _____

I have read and agree to follow the Church Vehicle Policy.

Print Name

Signature

Date

Approved by:

Signature

Date