

INFORMATION TO OWNERS USING PRIVATE VEHICLES FOR ALL PARISH ACTIVITY TRIPS

I hereby volunteer to drive my private vehicle to transport minors on an activity trip to the **National Catholic Youth Conference, Indianapolis, Indiana** on behalf of the **Diocese of Springfield in Illinois** (hereafter "the diocese") on **November 17 – 20, 2011**.

I understand that by thus volunteering, I am acting as an agent of the diocese and must be at least 25 years of age. I also understand that in case of an accident my private insurance carrier assumes primary liability. The insurance carried by the diocese has coverage for any claims beyond the limits of my policy.

Vehicle Owner: _____

Vehicle Make, Model & Year: _____

Driver's Name: _____ License State and #: _____

Insurance Company: _____ Policy #: _____

Policy Expiration Date: _____ Vehicle Plate Number: _____

List of Passengers & Emergency Phone Numbers:

1. Name: _____ Phone: _____

2. Name: _____ Phone: _____

3. Name: _____ Phone: _____

4. Name: _____ Phone: _____

5. Name: _____ Phone: _____

6. Name: _____ Phone: _____

7. Name: _____ Phone: _____

(9-15 Passenger Vans Are Not Permitted – Maximum Number of Passengers is 7 + Driver)

X _____ X _____
Driver Date Administrator Date

Administrators: keep this form on file for 1 year after the safe return of all participants. If there is an accident, retain this form indefinitely. Administrators must also immediately notify the Office for Insurance of the details: (217) 698-8500. The driver must also report the accident to the insurance company of the vehicle involved.