

# RCCD Private Vehicle Use Consent Form

It is the philosophy of the Riverside Community College District that students participating in extracurricular activities or mandatory field trips travel to and from the event in district owned vans or district leased vehicles with an advisor accompanying the group. Although not encouraged, there may be extenuating circumstances that warrant exception to this practice. The advisor, coach, or instructor, and dean pending completion of this form must approve exceptions. The form must be filed with the Dean of Student Life at least 3 weeks prior to the event.

I understand that to use my private vehicle for transportation to a Riverside Community College sponsored event, the following shall apply:

1. The club/organization's advisor, coach, or instructor must give prior approval.
2. The consent form must be filed with the Dean of Student Life.
3. The private vehicle's insurance is the primary carrier.
4. The driver must have a valid driver's license and current vehicle registration (copies must be attached to this form).
5. The driver must provide a DMV printout of their driving record and cannot have any moving violations within the last three (3) years.\* Obtain information and forms for a nominal fee at <http://www.dmv.ca.gov/online/dr/welcome.htm?lang=en>
6. The driver must provide proof of:
  - a. Auto liability insurance with minimum limits of \$15,000/\$30,000.
  - b. Comprehensive/collision coverage.
  - c. Medical payments coverage of \$1,000.
  - d. Copies of the insurance policy (not the card) and the above item(s) must be attached to this form.

## Non-District Transportation Notice

An RCCD employee may provide route information, travel times, and assist in organization of caravans to and from the event. It is understood that these are only recommendations and that such recommendations are not mandatory.

*Your signature on this document indicates that you have read the document, understand its expectations and liability limitations, are of legal age to sign the waiver, and do so voluntarily.*

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
Signature of driver

\_\_\_\_\_  
Date

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
Signature of Advisor/Coach/Instructor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Director/Dean/Vice President/President

\_\_\_\_\_  
Date

***Note: Copies must be attached for this form to be valid.***