

This form is designed to give basic information to Troop for the sole purpose of planning transportation for Troop events. The information requested will enable the Troop to complete the paperwork for drivers and emergency contact person(s). **This form is completed annually and at the Troop level and/or the Charter Organization.**

It is the policy of the American Heritage Girls Organization that passenger cars, station wagons, and vans may be used for transportation for Troop sponsored activities. The vehicles must be properly registered, insured and operated by adults (age 21 or over) with a valid driver's license for the type of vehicle used. Permission for all other forms of private transportation is obtained through the Troop's Charter Organization.

It is also American Heritage Girls policy that any driver that has any of the following violations in the last three years, may not transport Adult or Girl Members on any Troop activity:

- Driving under the influence
- Reckless operation
- Leaving the scene of an accident
- Two or more moving violations within the last 12 months
- More than three moving violations within the last 3 years
- More than two accidents in the past three years
- More than one accident in any one year
- Speeding over 80 miles per hour or 21 miles per hour over the posted speed limit
- Operating a motor vehicle during a time of license suspension or revocation
- Operating a motor vehicle without a license
- Negligent homicide arising out of the use of a motor vehicle
- Aggravated assault with a motor vehicle

American Heritage Girls requires drivers to adhere to the following requirements for public liability insurance on vehicles used to transport members to activities or on trips. Drivers must maintain the following coverage unless your state requires a higher minimum.

Passenger Cars, Station Wagons  
     \$100,000/\$300,000 public liability per accident  
     \$50,000 property damage  
 Passenger Bus  
     \$100,000/\$300,000 public liability per accident  
     \$50,000 property damage

All drivers must carry their own personal auto insurance on their vehicle, in accordance with state insurance requirements.

**Vehicle Information:**

Make/Model: \_\_\_\_\_ Year: \_\_\_\_\_  
 Color: \_\_\_\_\_ License Number: \_\_\_\_\_ State: \_\_\_\_\_  
 Rating should be for number of seat belts. Manufacturer rated for \_\_\_\_\_ persons (including driver).

I certify that I am an adult holding a valid driver's license, and that the vehicle described above is adequately insured for the state in which it is registered. I also certify that my vehicle is in proper working order with regards to my brakes, steering, lights, tires and all safety devices. I understand that it is my responsibility to be knowledgeable about driving laws and to obey those laws, particularly as they pertain to adult and child restraints. In addition, I agree to limit cell phone calls to urgent/emergency. I will NEVER text or use social media while driving.

\_\_\_\_\_  
 Driver's Name (Print clearly)                      Driver's Signature                      Date