

## **Volunteer Driving Procedure Unity Church in Lynnwood**

The information requested below is because you have volunteered to drive our Youth to Church related events or activities. Because you are a volunteer it is vital that we obtain the following information as you are not an employee of the Church and under these circumstances the insurance on the driver and vehicle will be your primary protection should something occur.

Your signature will indicate compliance with the rules established and approved by the Board for volunteer drivers.

Whereas:

- 1) Sponsors or Chaperones of Youth Groups who are designated/approved by the Minister or Board to transport students to recognized extended Church activities shall provide the requested information and signatures.
- 2) All Youth participants are expected to travel with event Sponsors and designated Chaperones to all activities in pre-approved vehicles.
- 3) Recognized Youth Ministry events/activities: Y.O.U. International Conference, Regional Rally, Regional Retreat, (Student) Counselor's Training, Kid's Camp, UNITREAT, Sub-regional Functions, and Local Chapter functions. Any event/activity requiring leaving the Church site falls under these procedures.
- 4) Driving requirements:
  - Driver must be 25 years of age or older
  - Driver must have a valid Washington State Driving license and a minimum of 5 years driving experience
  - Drivers must provide proof of current liability insurance on the vehicle being driven (Minimum of \$250,000 for bodily injury and property damage)
  - Drivers must not have had a DUI in the past 5 years
- 5) Vehicles transporting Youth will have a working seatbelt for the driver and each of the passengers that will be used at all times the vehicle is in transit.
- 6) Vehicles will transport a maximum of 7 passengers plus a driver (8 total).
- 7) Only the approved driver(s) may transport students. No substitutions.
- 8) A current Medical/Liability Release Form for all occupants must be in the car at all times.
- 9) The approved Driving Procedure Agreement will be kept on file in the Church offices.
- 10) Parents will sign a Hold Harmless agreement which will be held in the Church office.
- 11) Vehicles must be approved passenger vehicles not requiring special licenses or endorsements.
- 12) Chartered buses serving multi-passengers with current insurance coverage and a valid Certificate of Insurance naming Unity Church in Lynnwood as the additional insured could be approved by the Minister/Board.
- 13) Our Church is based on prayer and it is encouraged that a prayer be offered for safe travel. (Preferably the Prayer of Protection)

**By signing this form, I agree to all conditions of the procedure as described above:**

Driver Name: \_\_\_\_\_ Driver Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Minister Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

or

Board Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If for one event only:

Date of Departure & Time: \_\_\_\_\_ Date of Return & Time: \_\_\_\_\_

Location of Event: \_\_\_\_\_ Apx Miles: \_\_\_\_\_

Updated December 2008

Driving and Travel Release and Hold Harmless Agreements for  
Unity Church in Lynnwood

As part of the consideration for my child/charge to voluntarily participate in attending:

Event: \_\_\_\_\_ Event Date: \_\_\_\_\_

Located at \_\_\_\_\_ with members of the \_\_\_\_\_  
(Name of Youth Group)

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I hereby release, hold harmless, and forever discharge Unity Church in Lynnwood, its volunteers and related agents, from any and all liability, claims, demands, actions, and causes of action whatsoever arising out of or related to any loss, property damage, or personal injury, that may be sustained by my child/charge or to my property owned while being transported in a volunteer or chartered vehicle provided the driver and car meet the expectations set in policy by the Church Board. I understand that the volunteers will be (check which applies):

- \_\_\_\_\_ Driving personal automobiles
  - \_\_\_\_\_ Chaperones on chartered buses
  - \_\_\_\_\_ (Other, explain) \_\_\_\_\_
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I am fully aware of the risks and hazards associated with participating in this activity, and I acknowledge that said participation is requested and elected by me and is not required in any way. I voluntarily assume full responsibility for any risk of loss, damage, or personal injury that may be sustained by my child/charge as a result of such activity.

This release and hold harmless agreement is binding on me, my heirs, assigns, and personal representatives.

Date: \_\_\_\_\_ Name of Child/Charge: \_\_\_\_\_

Signature of Parent/ Guardian: \_\_\_\_\_

Printed name of Parent/ Guardian: \_\_\_\_\_

Signature of Witness: \_\_\_\_\_

Printed Name of Witness: \_\_\_\_\_

Understood and agreed to by: \_\_\_\_\_  
(Youth's Signature Here)

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