



Agreement to Maintain Auto Insurance '16-'17

West Hills Christian School
7945 SW Capitol Hill Rd., Portland, OR | 503-245-6688

Print clearly in box: Childs Family (Last) Name

This Form MUST BE On File in The School Office If You Intend To Transport Students For School Events.

Dear Volunteer Driver:

We greatly appreciate your volunteering to use your vehicle to drive students to the many activities which are away from our campus. In order to avoid any misunderstanding with regards to how automobile insurance coverage is applied in the case of an accident, we trust that the following information will be helpful when using your vehicle on behalf of our school.

We must have the following information in order for you to drive students to a school activity (i.e. field trip, elective, sports or otherwise):

- **This form completed and turned into the office**
- **Attach a copy of your insurance card to this form**
- **Answers to the following questions;**

In the last three years, how many accidents have you had? _____

In the last three years, have you ever entered into a Diversion Program or been convicted of a DUI

Or Reckless Driving: Yes No

According to Oregon insurance statutes, the automobile liability coverage that you carry is primary and you as an individual must rely on your own policy in the event of an automobile accident. We require that you maintain automobile liability limits of not less than \$250,000/\$500,000 bodily injury and \$250,000 property damage or carrying a \$1,000,000 umbrella policy. Very often, higher limits are offered at a very reasonable rate.

The insurance policy that the school carries is not primary insurance that protects the owner or driver of your vehicle. It is secondary insurance to protect the school.

Pursuant to our WHCS insurance agent "any liability insurance coverage that might be available to Volunteers using their personal cars in a volunteer capacity would be excess to the insurance maintained by the Volunteer that specifically applies to the Volunteer's vehicle."

We hope that the above information is helpful to you when considering the volunteering of your vehicle for school activities, but if you have any questions please feel free to contact the office at (503) 245-688.

I/We have child(ren) in the following grade(s):

Name: _____ Grade in '16-'17: _____

Name: _____ Grade in '16-'17: _____

Name: _____ Grade in '16-'17: _____

Name: _____ Grade in '16-'17: _____

Sign and Complete: I do hereby agree to maintain the above described automobile liability insurance while transporting students on behalf of West Hills Christian School. My pertinent information is as follows:

Auto Insurance Co: _____ **Drivers License Number:** _____

Vehicle Make/Model: _____ **License Plate Number:** _____

Signature: _____ **Date:** _____

Print Name: _____