

State Owned Vehicle

Regulations and Rules Compliance Agreement

I certify that as an authorized operator of a state owned vehicle, I have read the regulations and policies regarding the Use of State vehicles as contained in the Operator's handbook and I will assume the responsibility of compliance.

"I am in possession of a valid California driver's license and a valid CSU issued defensive driving certificate. I certify that I have not been issued more than three moving violations or have been responsible for more than three accidents (or any combination of more than three thereof) during the past twelve-month period. I am authorized to obligate department funds to cover the cost of operating the vehicle."

I agree to return the vehicle to Facilities Development and Operations (FD&O) at the scheduled time. In the event that I am unable to comply, I will immediately call the FD&O office (924-1950) or, if after hours, the University Police (924-2222) for instructions.

Signature:

Department:

Date

A copy of the Operator's Handbook and other items in the glovebox of each vehicle. Please review and notify us, if this information is not complete.

Dept ID:

Fund:

Account #:

For charging mileage

Please remember to complete inspection form mileage log and & return to this office upon completion of trip if there is no operational problems with vehicle . If you find an item that you are uncomfortable with or information is missing, proceed to Auto Shop for assistance. Do not drive vehicle.

Driver must present current University ID and sign the above statement daily for Multiple User Vehicles and Fleet Vehicles.