**2024-2025**

**Motor Vehicle Release Form**

ALL DRIVERS OF UNIVERSITY VEHICLES **MUST** FILL OUT THE RELEASE FORM BELOW:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, (PLEASE print legibly) give The University of Findlay permission to activate a Department of Motor Vehicle Report on my driving record before I operate a University vehicle. I also understand that a Road Familiarization Course (RFC) is required if I have not previously been approved to drive a University vehicle. **(Please allow at least a 48-hour turn-around time)**

***NOTE: If your license was issued in a state other than Ohio, you will need to provide your own background check from your state’s BMV or insurance company, which must list the number of at-fault accidents and moving violations for the past 3 years.***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date

Driver’s License #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_ Expiration Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Month/Day/Year

DOB \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last 4 Digits SS#\_\_\_\_\_\_\_\_\_\_\_

 Month/Day/Year

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Department/Director’s Name (who you will be driving for) Phone Number

**Please check one of the following:**

\_\_\_\_\_\_\_\_ I **have** driven a UF vehicle before (I have already taken the road familiarization course)

\_\_\_\_\_\_\_\_ I **have NOT** driven a UF vehicle before (I need to take the road familiarization course)

**CONTACT ME AT \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (email address) TO SCHEDULE**

**MY RFC (If needed)**

**NOTE: Complete all information above. All drivers of UF vehicles must be 21 years of age or older.**