

## USD 378 Riley County Authorization to Obtain Motor Vehicle Report

The purpose of this form is to obtain authorization to conduct a Motor Vehicle Records (MVR) check for the Trustees of USD 378. The MVR will be used in determining if you will receive or maintain authorization to drive a USD 378 Vehicle. Only information related to driver's license will be obtained for current employees, applicants offered employment and other that are requested by the USD 378 trustees.

Anyone driving a USD 378 Vehicle must be 21 years old or older for coverage under the school districts insurance policy.

Any personal motor vehicle accidents and/or moving violations must be reported to the USD 378 District Office, if there is a judgment of guilt or a fine is paid.

Anytime a new or renewed driver's license is obtained a color copy must be given to the USD 378 District Office, so that records can be kept up to date.

Therefore, I \_\_\_\_\_ authorize Trustees of USD 378 Riley County Schools to obtain my Motor Vehicle Record. I understand that this record may contain \*personal information in addition to any/all driver violations and/or accidents, which may be on record through the Kansas Department of Motor Vehicles.

**I hereby agree**, I have read and understand the above information regarding the formality of using motor vehicle reports for determining my eligibility to drive a USD 378 Vehicle by Trustees of USD 378; and furthermore agree, that I am 21 years old or older, will report moving violations/accidents and keep my driver's license information up to date at the USD 378 District Office.

\_\_\_\_\_  
(Signature of Employee)

\_\_\_\_\_  
Date Signed

*\*Personal information means information that identifies an individual including an individual's photograph, social security number, driver identification number, name, address, and telephone number.*