

**Clackamas Education  
Service District**

Code: **EEAE/EEBB-AR**  
Revised/Reviewed: 12/13/17

**Proof of Valid Driver License and Vehicle Liability Insurance**

You have agreed to transport CESD students for CESD-approved purposes or will otherwise be using your personal vehicle for CESD business. Please be aware that in the event of an accident, your insurance will provide primary coverage. In order to serve as a driver, you will be required to provide proof of insurance and a valid driver's license. Your insurance must meet or exceed minimum requirements as established by the state of Oregon and as set by CESD.

Please COMPLETE this form by providing the information requested. SIGN where indicated and RETURN to the CESD front desk at least four working days prior to using your personal vehicle for business purposes.

Insurance Company Name: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
*(not agent's name)*

Policy Number: \_\_\_\_\_

Current minimum limits are: \$25,000 per person and \$50,000 per accident for bodily injury; \$20,000 per accident for property damage; \$25,000 per person and \$50,000 per accident for uninsured motorist coverage; and \$15,000 per accident for personal injury protection.

Date of Birth: \_\_\_\_\_

Current Valid Driver License No.: \_\_\_\_\_ State: \_\_\_\_\_

Name (as it appears on your driver license): \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By Please return form to the CESD Sunnybrook Front Desk. IF YOU DO NOT HAVE A VALID LICENSE OR REQUIRED COVERAGE YOU WILL NOT BE ALLOWED TO USE YOUR PERSONAL VEHICLE FOR ANY CESD BUSINESS. (Insurance companies may increase coverage for specific dates). You are required to notify CESD in writing if your driver's license is suspended or restricted in any manner or your insurance coverage lapses. By signing this form, I certify my insurance policy meets current minimum limits.