



## Vehicle Policy

First Community Church (FCC) vehicles are provided primarily for use by employees for church or camp business. Volunteer use is a privilege extended only to the authorized individual listed below. The privilege of use may be withdrawn at any time by First Community Church.

### Rules Applying to Use Vehicle:

- Only the authorized individual listed below may operate the vehicle. Individual must meet all driver qualifications and rules in this agreement.
- The driver is expected to obey all applicable laws and regulations with respect to the operation of the vehicle. The driver is expected to operate the vehicle in a safe and responsible manner and be courteous to other drivers, bicyclists and pedestrians.
- Drivers and other adult leaders are expected to maintain the appropriate decorum in the vehicle so that the driver is not distracted.
- Personal trailers, including boat and recreational vehicles, are not to be pulled.
- Church vehicle is not to be driven while under the influence of alcohol or any controlled substance.
- Possession, transportation or consumption of alcohol or illegal drugs by anyone in the vehicle is not allowed.
- Use of a mobile phone while driving is strongly discouraged. Texting or email while driving is prohibited.
- Driver and all passengers must wear available personal restraints.
- Report any accident immediately to police and the church Business Office at (614) 488-0681.

As a driver of a FCC vehicle, I understand that it is my responsibility to operate the vehicle in a safe manner and to drive defensively to prevent injuries and property damage. I understand that I must have a valid driver's license for the type of vehicle to be operated and keep the licenses(s) with me at all times while driving. I understand I must maintain current automobile insurance and keep proof of insurance with me at all times while driving. I have provided a copy of this proof of insurance and my driver's license to the church. All drivers must comply with all applicable regulations.

Name (Print) \_\_\_\_\_

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

Driver's License Number \_\_\_\_\_

**Please see reverse side for COVID-19 Health & Safety Addendum**



### COVID-19 Health & Safety Addendum, 11/30/21

- Prior to operating an FCC vehicle, drivers and passengers must perform the following self-health assessment.
  - If you are not currently feeling well (have symptoms of illness including fever, cough, body aches), or have a temperature above 99.5° F, you will need to reschedule use of the vehicle until the symptoms have subsided and your temperature has been less than 99.5° F for 3 days (72 hours).
  - Have you been in close contact with someone suspected of being COVID-19 positive, or to someone who has been ill, has a fever or cough, within the past 14 days prior to driving the vehicle?
    - If **Yes** and you are fully vaccinated and showing no symptoms, you may drive but must remain masked while in the vehicle with passengers.
    - If **Yes** and you are **not** fully vaccinated, please reschedule use of the vehicle until it has been more than 14 days past the exposure, and you are showing no symptoms.
  
- Driving or riding in an FCC vehicle is at the risk of the driver and/or passenger, as a 6' social distancing space is not physically possible inside the vehicle.
  - Please position passengers as safely as possible.
  - Masks are **required** for all passengers, regardless of vaccination status.
  
- Vehicle keys should be returned to the North reception desk if returning during business hours of Monday-Friday, 9 am – 5 pm. If returning during other hours, drop the keys in the outside after-hours mailbox by the Rose Wing exterior entrance.

**I have read and will comply with the above addendum items.**

**Name (Print)** \_\_\_\_\_

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