

Motor Vehicle Record (MVR) Disclosure/Release Form
Please provide all requested information and return form to
EKU Parking & Transportation Department

Parking & Transportation Department
Commonwealth, 2nd Floor, Suite A
Phone: (859) 622-7275
Fax: (859) 622-7302

Please attach copy of Drivers' License here.

Department Information:

EKU Department: _____ Department Phone Number: _____ - _____

Supervisor authorizing EKU business Travel: _____

Driver Information: (Please Print)

Name: _____ Work Phone: _____ - _____ EKU I.D. Number: _____
Exactly as it appears on Drivers' license

Address: _____ City: _____ ST: _____ Zip: _____

Date of Birth: _____ Driver's License Number: _____
Expiration Date: ____/____/____ State: _____ email address: _____

Years Driving Experience Yrs: _____ Mos: _____ Date of Hire: ____/____/____

Section 1 –Driver Information

In connection with any application made by me, I understand that investigative background inquiries may be made on me concerning matters of motor vehicle information. I understand that you may be requesting information from various Federal, State, and other agencies which maintain records concerning past activities relating to my driving records.

I authorize, without reservation, any party or agency contacted to furnish the above mentioned information and release all parties involved from any liability and/or responsibility for doing so. I authorize Eastern Kentucky University to order and review my Motor Vehicle Record (MVR). I recognize that these inquiries may be made randomly in the future, for as long as I am employed by EKU and no further authorization is required by me.

Section 2- Driver Classification during Fiscal Year July 1- June 30 (please check all applicable)

- Passenger Vehicles - EKU owned, leased, or rented and/or personal vehicles transporting students on official University business.
 - 12-passenger van driven on official University business
 - Commercial Vehicles- I certify that my anticipated use of certain EKU Vehicles driven on official University business requires a Commercial Driver's License (CDL). I will notify Parking and Transportation should I have any changes in my driving restrictions, driving privilege or driver classification.
 - Class A: For any combination of vehicles with a gross vehicle weight rating (GVWR) of 26,001 pounds or more, provided the GVWR of the vehicle(s) being towed is more than 10,000 pounds.
 - Class B: Any straight truck with two or more axles and a GVWR of 26,001 pounds or more; Any vehicle with two or more axles and a GVWR of 26,001 pounds or more, pulling a vehicle with a GVWR of 10,000 pounds or less; A single vehicle designed to transport 16 or more passengers (including the driver) if the GVWR is 26,001 pounds or more.
 - Class C: Any vehicle with a GVWR of less than 26,001 pounds transporting hazardous materials for which placarding is required; A single vehicle designed to transport 16 or more passengers (including the driver) if the GVWR is less than 26,001 pounds.
 - Tow an EKU owned, leased, or rented trailer
-

Section 3 – Driving Violations (List and Date any Driving Violations over the last 3 years)

Section 4 – Personal Vehicle Use

I understand that while driving my personal vehicle transporting students on *EKU business* I will have and will maintain in-force the state required minimum liability insurance as required by KRS.304.39-110. I understand that my personal insurance is the primary insurance covering my personal vehicle while driving on *EKU business*.

Driver's Signature: X _____ Date: __/__/____

Failure to provide all information requested may result in a delay or denial of ECU driving privileges.

I certify that all answers to the questions above and information contained in other attached documents, if any, are true. I further understand that any false or misleading statement and/or omissions in this Motor Vehicle Record Ordering Disclosure/Release and any supplemental information provided, if any, may be sufficient grounds for revoking my privilege as a driver.

Driver's Signature: X _____ Date: __/__/____

Parking & Transportation Services Use only.			
Approved	<input type="checkbox"/>	Denied	<input type="checkbox"/>
		_____	Filed
		Signature	<input type="checkbox"/>

Effective Date: 06/20/2012
Revised: 12/12/2012
Revised: 9/30/16