

**FLORIDA STATE UNIVERSITY COASTAL & MARINE LABORATORY  
VEHICLE USAGE AGREEMENT**

All drivers of vehicles must certify to the following:

1. I certify that I have a current valid state driver's license appropriate for the vehicle type and have provided a copy of my driver's license to Mark Daniels, Vehicle Manager.
2. I certify and provide proof of my driving record from my licensing state that I have a good driving record and have not received any citations on my record (e.g., speeding, reckless driving) in the past 12 months.
3. I certify that I will abide by all applicable local, state, and federal driving regulations and laws.
4. I certify that I will not operate any vehicle until the driver and all passengers have fastened seat belts.
5. I have read and understand the vehicle operating policies and procedures and texting while driving policy as defined by the FSUCML.
6. I will report any operating problem(s) and any accidents, no matter how minor (e.g., bumper dents) with the vehicle to the Vehicle Manager via e-mail to [mdaniels@fsu.edu](mailto:mdaniels@fsu.edu).
7. If I reserve a vehicle and my needs change, I will notify Durene Gilbert, the Reservation Manager in the admin office, as soon as possible.
8. I understand that I am personally responsible for fines, tickets, disciplinary action, etc. received as a result of failure to follow FSU parking rules and/or local, state, and federal laws, and FSU regulations. I understand that non-compliance with any of these provisions, and additionally, driving while under the influence or while texting or using the cell phone will result in removal of driving privileges.
9. I certify that I am currently employed by the university, which is a requirement for vehicle usage, and that I have provided certification of my employment to Mark Daniels.
10. I understand that my FSUCML vehicle driving privileges may be revoked based on documented evidence of vehicle misuse and/or improper or unsafe driving.

Driver's License Number		Expiration Date	
Driver's Name (Printed)		Date	Driver's Signature
			Work Phone No.