



**Diocese of St. Augustine
Driver License MVR Request
Approval Form**

Underwriting requirements include but are not limited to:

- Drivers must have Florida Driver's License – Please call Risk Management if Non-Florida before submitting.
- All Drivers must have less than 6 points on their Motor Vehicle Report for the past 3 years.
- A driver that has been charged with a DUI (Driving under the influence of alcohol or drugs) will not be approved.
- A suspended or revoked license will not be approved.
- Drivers under the ages of 25 years old must follow the guidelines listed:
 - No driver under the age of 21 must be allowed to drive on behalf of the Diocese- Do not submit
 - No driver under the age of 25 will be allowed to transport children

For Location Submitting Request

Location Name:

Address:

Contact Name:

Phone No.:

Fax No.:

Email:

Date:

Complete Driver's Name	State	Driver's License Number	Check Mark if CDL	RM USE ONLY	
				YES	NO

- Please forward completed request form to Diocese Risk Management – dtauro@dosafi.com
- Processing time: **please specify:** 48 hours upon receipt
 Rush (if event will occur in less than 24 hrs.)

The driving records of all drivers whose information is submitted is checked and verified, but because of confidentiality issues, that information cannot be shared, but only communicate the results based on the agreed upon underwriting criteria as to approved or not approved. If the driver would like to obtain a copy of his/her driving records he/she should contact the Florida Highway Safety and Motor Vehicles Division.