

Colorado School of Mines

Fleet Services

Operator Approval Request

In order to drive CSM owned, leased, loaned, or rented vehicles, **you must read the following information, sign the form, and attach a photocopy of your driver's license.**

I am aware that a driver license record check will be obtained as part of CSMs evaluation of my job application or employment. The records may be procured by CSM or its insurance company representative(s), and may include personal information obtained from the appropriate state driver licensing agency, and my driving record, to be used in an assessment of my qualification as an approved Operator.

By signing this letter, I hereby provide my authorization for CSM or their insurance company representative(s) to procure such information and reports, as well as additional reports about me from time-to-time as deemed appropriate, to evaluate my continued approved driver status.

Please select one.

New

Renewal

Print Neatly or Type.

Last, First, MI Home Telephone Number

Home Address City State Zip

Driver's CSM Email Address CWID

Department Contact Telephone Number

Department Address Mail Stop City State

Zip Driver's License # State Exp. Date DOB:

Will you operate a 15-passenger van? _____ (Please make sure that you have/or will take the proper 15 passenger van training before driving a 15 passenger van).

Signature_____

Must be signed by Operator Applicant. Attach copy of driver's license.

Authorization: (For your Department to fill out)

Index Code #

Fax Number

Print Name (Must be Department Supervisor/DVC) Date

Campus Phone

Signature (Must be Department Head VC) Date

Email, Fax or Campus Mail to: CSM Facilities Management - Fleet Services
lgarza@mines.edu
Fax: 303-384-2036

Attachment A
Fleet Program
Updated 2/14/13

Please allow 10-15 working days.