



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 have read and understand the CSM Fleet policy and 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 Dept. Vehicle Coordinator Telephone Number

Department Address 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 #

Campus Phone

Print Name (Must be Department Supervisor/DVC)

Signature (Must be Department Supervisor/DVC)

Date

Email or Campus Mail to: CSM Facilities Management - Fleet Services
lgarza@mines.edu

Attachment A

Fleet Program
Updated 6/22/17

Please allow 10-15 working days.