



Maricopa County Community College District

**MOTOR VEHICLE RECORD AND DRIVING HISTORY RELEASE
FOR EMPLOYEES**

I understand that, as a condition of operating a Maricopa County Community College District (MCCCD) owned motor vehicle or vehicle rented or leased for MCCCD purposes, my Motor Vehicle Record and Driving History must be reviewed. This Motor Vehicle Record and Driving History may be obtained per MCCCD Administrative Regulation 4.14, Motor Vehicle Usage.

I hereby authorize MCCCD, its agents and representatives to access and evaluate my Motor Vehicle Record and Driving History, and I agree to provide whatever information is required in order to facilitate access. I further understand that this information may also be obtained by an insurance broker or company representing MCCCD and may include an assessment by them of my insurability. This authorization shall be in force during the term of my employment unless I rescind it formally in writing.

(Please print)

Driver's Name (as it appears on Driver's License)

Driver's License Number / State

Department

Phone Number

Driver's Signature

Date

This form is for official MCCCD use only. The information is collected for the purpose of verifying an employee's eligibility to operate a MCCCD owned motor vehicle or vehicle rented or leased for MCCCD purposes. MCCCD, its agents, and representatives may not obtain a Motor Vehicle Record and Driving History report for any person for whom a record release is not on file. All Motor Vehicle Record and Driving History reports are confidential and will be disclosed as appropriate only to those MCCCD employees with a legitimate reason to know, such as College Safety Directors, Legal Services, Human Resources, and supervisors.

Questions regarding the MCCCD Administrative Regulation 4.14, Motor Vehicle Usage, should be directed to MCCCD Risk Management at 480-731-8879.

(Photocopy of Driver's License Here)

[Large dashed rectangular box for photocopying driver's license]

Name