



8805 W. Van Buren St. Ste. 1129  
Phoenix, AZ 85353

www.PolarisEventSolutions.com  
(602) 384-7529

## Driving Policy Acceptance Form:

Full Name (as it appears on your driver's license):

Date of Birth:

Address:

Driver's License #:

SSN #:

Issuing State:

By completing this information and signing below you are authorizing Polaris Live! Event Solutions to pull your DMV records and continue to run a background check twice a year (January and July) for as long as you remain employed.

By completing this information and signing below you acknowledge and accept POLARIS LIVE! EVENT SOLUTIONS' policy that you may have:

- No major violations during the past three years\*
- No more than three minor moving violations in the past three years with not more than one during the preceding twelve months\*
- Not more than one preventable accident within the past three years

*\*See Definitions below for specific examples of Major and Minor Violations*

Additionally, anyone authorized to drive a vehicle for Polaris Live! Event Solutions must also agree to the Safe Driving Guidelines.

### Safe Driving Guidelines

- Follow all traffic safety laws
- You will be responsible for any tickets or violations received including speeding tickets, red light tickets, parking tickets, etc.
- In the event of any accident/violation regardless of the amount of damage, you will notify your Booking Coordinator immediately and complete an incident report.
- Everyone riding in the vehicle is required to wear their seatbelt and it is up to the driver of the vehicle to ensure that they are worn before moving.
- No unauthorized passengers are allowed in the vehicle.
- The driver is not allowed to use his/her phone for any reason when driving even if they have an ear piece. The driver must pull over to use his/her cell phone or use a hands-free device.
- You are not allowed to let any unauthorized person drive the vehicle
- No eating or drinking inside the vehicle
- No smoking or use of tobacco products inside the vehicle
- When driving in a forward motion the windows must be rolled up
- Always take the most direct route to your destination and do not make any unauthorized stops on the way.
- Park with care, away from other vehicles when possible.
- Ensure that vehicle has appropriate paperwork including insurance cards and license plates before driving.



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- Before and after driving do a walk around and inspect vehicle for damage. When driving any Commercial vehicle you must also complete a full DOT Pre & Post Inspection. Report any damage or deficiencies to your Booking Coordinator immediately.
- Do not operate vehicles under the influence of alcohol or illegal substances or drugs that could impair your ability to operate a vehicle safely (this includes marijuana).
- Lock vehicle anytime you leave it unattended.
- Do not operate vehicles in inclement weather or poor driving conditions without the approval from your Booking Coordinator.
- The driver is responsible for following all USDOT and FMCSA rules and regulations.

#### Definitions:

- Major Violations:
  - No valid or current license
  - Driving under the Influence of alcohol or drugs
  - Possession of alcoholic beverages
  - Reckless/careless/negligent driving
  - Suspended or revoked license
  - Leaving the scene of an accident (hit and run, failure to report)
  - Major speeding conviction of 15 MPH or more over the posted limit
  - Gross negligence, manslaughter, homicide or any felony arising out of the operation of a motor vehicle or fleeing a police officer
  - Racing (speed contest)
- Minor Violations:
  - Speeding of less than 15 MPH over the posted limit
  - Driving too fast for conditions
  - Unsafe lane change
  - Failure to stop or yield right of way
  - Following too closely
  - Failure to yield
  - Failure to signal
  - General traffic infractions

By signing this agreement, you are authorizing the Department of Motor Vehicles to release your complete driving record to Polaris Live! Event Solutions, and their authorized agents. This authorization will remain in effect for the entire time you are employed/contracted with Polaris Live! Event Solutions. Additionally, you agree to follow Polaris Live! Event Solutions' Safe Driving Guidelines.

Signed:

Print:

Date: