



Milford Church of God – Van Usage Policy

1. Authorized Use

The van is provided for church approved activities and/or approved personal use by authorized drivers. Use for unauthorized purposes is prohibited.

2. Driver Requirements

- Only drivers approved by the church may operate the van. Drivers must hold a valid driver's license and comply with all insurance and church driver eligibility guidelines. Operate safely, lawfully, and in accordance with this policy.

3. Passenger & Vehicle Rules

- All occupants must wear seat belts at all times. Passenger capacity is limited to no more than 15 people, including the driver, and each must have their own seat belt. No food or drinks (other than plain water in sealed containers) may be consumed inside. Treat the van with respect and care.

4. Cleanliness, Fuel & Condition

- Return the van clean—trash removed and seats/floors free of spills. Fuel must be returned at the same level as at checkout. Report any damage, issues, or violations immediately to the church office.

5. Scheduling, Approval & Priorities

- Reservations must be made and approved in advance through the church office. Church related use has priority over personal use. The church may deny or revoke van privileges for policy or safety violations.

6. Liability & Safety

- The driver is responsible for safe operation of the vehicle and passengers. Report any accidents or incidents immediately. Operate only when the van is in safe mechanical condition; a quick pre trip inspection is encouraged.

7. Acknowledgment

I have received, read, and agree to abide by the Van Usage Policy of Milford Church of God.

Driver Name _____ Date _____

Driver Signature _____

Keys Issued by _____ Date/Time _____:_____ Van = ____ 2002 or ____ 2024

**Make two copies: one for the church office file
and one to be given to the driver.**