



## George Mason University State Operated Vehicle Use Employee Acknowledgment Form

Before operating a vehicle for George Mason University business or activities, drivers must use this form to acknowledge they are qualified to safely operate the state operated vehicle as detailed in the University Policy No. 1411, Vehicle Use.

\_\_\_\_\_  
Driver's Name

\_\_\_\_\_  
G Number

\_\_\_\_\_  
Department

I, \_\_\_\_\_ have read George Mason University's Vehicle Use Policy 1411 and Procedures outlining vehicle use guidelines and agree to abide by the policy and procedures in the operation of the state operated vehicle entrusted to me.

\_\_\_\_\_  
Driver's Signature

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Supervisor's Name (Printed)

\_\_\_\_\_  
Supervisor's Title

A copy of the acknowledgment form will be given to the Driver and the original filed in his or her departmental personnel file.

University Policy 1411, Vehicle Use can be found at <https://universitypolicy.gmu.edu/policies/vehicle-use/>