

PHILLIPS BROOKS HOUSE ASSOCIATION, INC.
DRIVER CONTRACT AND DISCLAIMER

As a Phillips Brooks House Association (PBHA) Certified Driver, you are entrusted with a significant privilege and responsibility. PBHA vehicles are vital for many of our programs' operations and are the most visible symbol of our commitment to our client communities. All PBHA Certified Drivers are asked to abide by the following contract. We ask that you read the following points carefully and consult any member of the Vehicles Staff with any questions.

- I have reviewed the PBHA vehicles policy, the Driver's Handbook, and "Information for PBHA Drivers," and agree to comply with these rules. Please initial: _____
- I understand that failure to comply with the PBHA Vehicles Policy may result in fines for myself and my committee and/or suspension or revocation of my PBHA driving privileges. Please initial: _____
- I have completed the training process and am confident in my driving abilities. Please initial: _____
- I understand that Phillips Brooks House Association and Harvard University cannot assume financial responsibility for damage to private cars used by volunteers on Association business. I understand and agree that in the event of collision in which a PBHA driver is at fault, the Board of Directors of PBHA reserves the right to determine who will pay for the deductible. Please initial: _____
- I will report all accidents and moving violations immediately. Please initial: _____
- I will report all violations of the PBHA Vehicles Policy immediately. I realize that enforcement of the policies rely on an honor code among all drivers. Please initial: _____
- I will use PBHA vehicles only for officially-recognized PBHA programs.. Please initial: _____
- I understand that when driving a PBHA vehicle, I represent the entire Association. I realize that our communities judge our programs by my actions. Please initial: _____

By initialing each item on the above checklist, I have indicated my complete understanding of these points, and I acknowledge my responsibilities regarding the contents.

Signature: _____

Date: _____