



## Non-DOT Annual Certificate of Violations and Review of Driving Record

Prior to any employee being approved to operate any Clarksville-Montgomery County School System owned vehicle the Motor Vehicle Record (MVR) of the applicant must be obtained and reviewed. The employee will also be required to report previous violations or incident/accidents on the application to use the vehicle. The employee must certify that they will not assign the driving duties of the vehicle to any other employee, unless that employee has been approved to drive. All approved applicants will be subject to drug and alcohol testing. The provisions as stated pertaining to CMCSS employees also apply to the Board of Education members. Please reference Policy # TRN-A002 for a list of reasons for denial of use of any CMCSS vehicle and Operating Rules for the CMCSS owned vehicle.

I certify that the following is a true and complete list of traffic violations (other than parking violations) for which I have been convicted or forfeited bond or collateral during the past 12 months.

Violations are as listed below     I have had no violations

Date of Conviction	Offense	Location	Type of Motor Vehicle operated

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_