

APPLICATION FOR AUTHORIZATION TO OPERATE FEDERAL VEHICLE

**A COPY OF YOUR CURRENT DRIVER'S LICENSE MUST BE ATTACHED TO THIS FORM
(both front and back of license)**

INSTRUCTIONS: This form is to be completed and approved before any applicant (new hires, students, RSA employees, or foreign students) may be given authorization to operate a Federal Government vehicle. If additional room for any block is needed, please use the bottom of this form.

NOTE: There must be a financial "link" to federal funds for driving privileges.

1. Last, First, MI _____	2. Wex Pin needed? Yes No <small>Not intended for short-term hires.</small> If yes, include email: _____
3. Financial Link, if not federal employee: RSA/NACA/CA # _____ Expiration date _____	4. Current License Issued by what State or Country? _____
	5. Current License No. _____ Expiration Date: _____
6. No. years driving experience: _____	7. Has your license been suspended or revoked for any reason during the past 5 years? <input type="radio"/> Yes <input type="radio"/> No If "Yes", explain: _____

8. List all accidents within the past 5 years: _____

Any damage costs incurred on behalf of the Federal Government will be charged to the responsible unit's CRIS.

I certify that all of the information given by me on this application is true, complete, and in good faith.	Signature of Applicant: _____	Date: _____
I have reviewed the employee's driving ability, and to my knowledge, the employee is capable of safely operating a motor vehicle. I approve this application.	Signature of Applicant's Research Leader: _____	Date: _____
I have reviewed the employee's driving ability, and to my knowledge, the employee is capable of safely operating a motor vehicle. I concur with the RL's approval.	Signature of Administrative Officer: _____	Date: _____

Based on this information, the Applicant is:

- Approved and Applicant herewith authorized to operate a Federal Government vehicle.
- DENIED (comment) _____

****RETURN THIS COMPLETED FORM TO ADMIN OFFICE****

ADDITIONAL INFORMATION/REMARKS:

