



DEPAUW  
UNIVERSITY

# Motor Vehicle Report

## Authorization Form

**SEND FORM AND  
COPY OF DRIVERS  
LICENSE TO:**

Transportation  
@depauw.edu

### Attention:

**ALL DePauw Employees who will drive a company owned vehicle  
or will rent a vehicle for purposes of their job.**

DePauw University requires all persons that may operate a DPU vehicle or rental vehicle provide DPU with authorization to obtain a Motor Vehicle Report.

If this pertains to you, please complete the authorization below and email along with a **copy of your driver's license** to [transportation@depauw.edu](mailto:transportation@depauw.edu).  
(If you are unsure if this pertains to you, ask your supervisor.)

In addition, for insurance purposes, all persons will be required to complete an online test prior to driving or renting a vehicle.

LINK TO POLICY: <http://www.depauw.edu/offices/finance-administration/faculty-and-staff-information/vehicle-use-policy/>

I am aware that motor vehicle reports (MVRs) may be required by DePauw University for evaluation of my eligibility to drive any vehicle rented or owned by the University. I understand that until such report is provided to the University that I will remain ineligible.

By signing this letter, I hereby agree to provide DePauw University such information and reports, as well as additional reports about me from time-to-time as deemed appropriate, to evaluate my insurability or for other permissible purposes.

The undersigned individual authorizes DePauw University to conduct a Motor Vehicle Report for the past three years.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print name as it appears on Driver's License

\_\_\_\_\_  
Driver's License Number/State of Issuance

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
SSN (Must provide if you are not an Indiana resident)

\_\_\_\_\_  
Date