

*The University of Alberta will not accept Graduated Driver's Licenses (GDL), Class 7 Learner Permits; Probationary, Military or International Driver's Licenses  
Drivers with Alberta Licenses must complete the Alberta Driver Abstract Consent on page 2  
Out of Province drivers must obtain a 3 year abstract from their licensing authority and submit a new abstract semi-annually*

### Personal Information

Surname  Given Name  Middle Initial

Birth Date dd/mm/yyyy  University ID Number

Driver's License # \*  Prov. / State  Class  Conditions

Graduated License (GDL) or Class 7 ?  GDL Exit Date:  Email Address

### University Faculty/Department Information

Faculty or Administrative Unit

Department

Your Position / Title

Employment Start Date mm/yyyy  Projected End Date mm/yyyy   
(if driving for seasonal research or support relief)

Supervisor  Supervisor Phone

Research Unit / Lab.

Collaborating Organization (if applicable)  Address

### Department Authorization

Name  Title

Signature  Email Address

### University Driving (anticipated driving for University work)

Daily throughout the year  Seasonally (daily during specific months)  Casually throughout the year   
ie: Research field season or summer support/relief

### University Driver Authorization Training Requirements (anticipated or completed dates)

Defensive Driving Course Completion Date dd/mm/yyyy  Online  Classroom

University Driver Evaluation Date dd/mm/yyyy

### University Driver Acknowledgement and Authorization for University Retention of Personal Information

I acknowledge that while I am required to operate a University owned, rented, or leased motor vehicle during the course of my employment, or while volunteering, or collaborating on projects with the University, or as a registered student, graduate student, postdoctoral fellow or exchange student participating in research or when participating in a field school where directed by supervisory staff that requires driving for the University of Alberta:

- I must meet all requirements of the University of Alberta Vehicle Management and Driver Safety Program policy before driving privileges can be granted.
- Failure to comply with University of Alberta Policies, Procedures and applicable Legislation may result in termination of University driving privileges.
- I am providing personal information to the above named Faculty/Ancillary and Department/Division, Facilities Operations - Vehicle Pool, and Risk Management Services – The Office of Insurance and Risk Assessment with respect to determining driving privileges for University of Alberta motor vehicles.
- The information provided in this document is true and accurate.

Signature  Date



# Driver Abstract Consent

For Alberta Driver's licenses only

A "driver abstract" is the product name under which the Alberta Government releases specific information from a person's driving record, which contains:

- Name
- Address
- Date of Birth
- List of Violations (Descriptions, Demerit/ Merit Points and Suspension Term)
- Height
- Weight
- Sex
- Class
- Issue Date
- MVID Number
- License Number
- Current Demerit Points
- Suspended Status
- Expiration Date
- Reinstatement conditions (if any)

## PART 1

I,  of ,

Name Address

declare that my Driver's License Number is: , my Date of Birth is:

Month by name, day, year

and I give consent for my  3 year  5 Year or  10 Year driver abstract to be released, for the period of **one year** from the date this form is signed, to:

of

Name of the person/ Organization Receiving the Driver Abstract Address

In accordance with the Alberta Motor Vehicle Information Regulation (AMVIR), choose one of the following subsections:

- 5 (1)(a) Driver abstract released to a person known by myself**  
 I acknowledge that the above person is personally known to me, is not acting as an agent or employee of any other person in this transaction, and is not compensated in any other manner for receiving or transferring the driver abstract to myself.  
**NOTE: This cannot be faxed**
- 5 (1)(b)(iii) Driver abstract release to my employer or prosective employer**  
**NOTE: This can be faxed**
- 5 (1)(b)(v) Driver abstract released to a lawyer representing me**  
**NOTE: This can be faxed**

I agree that in no event will the Province of Alberta or its Registry Agents be liable for any damages or loses, however caused, in respect to any defect, error or omission in the driver abstract, or use of the driver abstract by the person receiving it.

Signature Date

## PART 2 - Declaration for Faxing (This does not apply to subsection 5 (1)(a) above)

I / We,  of

Name of Employer or Lawyer Address

request the driver abstract, as mentioned above, to be faxed to

Area Code Fax Number

I / We agree that in no event will the Province of Alberta or its Registry Agents be liable for the driver abstract after it has been faxed to the above number

Signature of Employer or Lawyer Date