

## Request to Add Pleasure Craft Operator

It is the responsibility of each Department using University Boats to advise the Office of Risk Management of any additions of Operators to your Department vehicles. Incomplete forms regrettably cannot be processed.

<b>CHECK ONE:</b>		<input type="checkbox"/> Add Operator <input type="checkbox"/> Change Operator Information			
<b>DRIVER</b>	1. Full Name				
	2. Address				
		City		Postal Code	
		Province			
	3. Date of Birth (DD/MM/YYYY)				
<b>LICENCE</b>	4. Card Number				
	5. Date of Issue (DD/MM/YYYY)				
<b>HISTORY</b>	6. Accidents?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date (MM/YYYY)	
		Details:			
	7. Convictions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date (MM/YYYY)	
		Details:			
<b>APPROVAL</b>	8. Driver Signature			Date	
	9. Department				
	10. Departmental Approval			Date	
	11. Departmental Contact				

Photocopy of Operators License (front and back) attached - **REQUIRED**