

## Purchasing Vehicles for Church/School Use

Before purchasing a vehicle for use by your church, school or other NCC institution, consider (1) What is the specific purpose that the vehicle is needed for? (2) Does the institution have budgeted adequate funds for vehicle maintenance, registration and insurance? (3) Is the institution willing to carefully screen its drivers and only allow approved drivers to operate the vehicle for the institution's use only? (4) Are there any legal considerations?

Both Federal and California law state that any vehicle with a seating-capacity of 11 or more persons, including the driver, used to transport K-12 students on any school activity is considered a "school bus" and must meet all school bus design, equipment and driver requirements. Therefore,

\_\_\_\_\_ and the driver has a current school bus drivers license and an approved driving record.

All vehicles purchased by or donated to a Northern California Conference church, school or other institution shall be added to the Conference fleet vehicle insurance policy. When a vehicle is acquired, immediately contact the Conference Risk Management Department to have the vehicle added to the Conference fleet vehicle insurance policy. You will be asked to provide the following information: (1) (2) (3) (4) (5)