



## INDIVIDUAL TRANSPORTATION RELEASE (SA-11)

If approved by the Vice President of Advancement, a student may be allowed to travel in their personal vehicle within Monroe County or outside Monroe County. **This request must be completed at least 3 weeks (15 business days) prior to the trip.**

Legal Name:

Club/Organization:

Type of Activity:

Date of Activity:

Location:

### Guidelines:

- Students will receive no reimbursement for a rental car, mileage, gas or meals during transportation.
- Students (and their insurance) assume the risk and liability if anything were to happen while driving.
- Students may ride with one another – but the driver assumes all risk and liability for passengers.

### Documentation required:

Letter of request  
Supportive Documentation  
Copy of driver's license  
Copy of insurance

I, the individual, have each chosen of my own free will to provide my own transportation to and from \_\_\_\_\_ (*destination*) on \_\_\_\_\_ (*dates*). I understand that I am individually responsible for all aspects of this transportation including any personal injury or loss that may occur. I further acknowledge that The College of the Florida Keys and its board members, and employees, are not responsible, either monetarily or legally, for any aspects of said transportation.

Student Signature

Date

Director of Student Activities

Approved

Denied

Vice President of Advancement

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