

Personal Vehicle Use Authorization Form Sample PDF

This **personal vehicle use authorization form sample PDF** provides a clear template for granting permission to use a personal vehicle for official purposes. It ensures proper documentation of driver details, vehicle information, and authorization terms to maintain accountability and safety. The form is easy to download, fill out, and customize according to organizational policies.

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Sample Form Preview

Personal Vehicle Use Authorization Form	
Driver Information	
Full Name:	<hr/>
Employee/ID Number:	<hr/>
Driver's License Number:	<hr/>
Vehicle Information	
Make/Model:	<hr/>
Year:	<hr/>
License Plate Number:	<hr/>
Insurance Policy Number:	<hr/>
Authorization Details	
Purpose of Use:	<hr/>
Duration of Authorization:	<hr/>
Approval Signature:	<hr/>
Date:	<hr/>

Instructions

- Download the form using the link above.
- Fill in all required information.
- Submit the completed form to your supervisor or HR department as per company protocol.
- Retain a copy for your records.