POOL VEHICLE LOG

Vehicle registration: Date(s) of use: / /

Remember to report any damage or problems to your manger as soon as reasonably practicable.

I acknowledge and agree to the following conditions of use

A. I have read and agree to comply with the Vehicle and Driving Policy contained within the Employee Handbook;

B. I assume full responsibility for any damage to vehicles, stock or property that is the result of my carelessness, negligence or deliberate vandalism;

C. I assume full responsibility for any fine, infringement or penalty associated with my use of the vehicle;

D. In the event of an at fault accident whilst driving one of our vehicles I accept responsibility for any insurance excess; and

E. I authorise the employer to deduct any such payments out of my wages or any other monies due to me by the business.

Signed (employee): Date: / /

Name of Employee	**Signed**	**Date**	**Time** from – to	**Observations regarding the vehicle** (i.e. scratches to paintwork, tyres starting to bald)
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