



# Upper Dauphin Area School District

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Date:

Memo to: Drivers of Upper Dauphin Area School District Vehicles

From: Amie Savidge, Business Manager

Subject: Motor vehicle records

At the request of our Automotive Insurance carrier we must begin checking the driving records of persons driving Upper Dauphin Area School District vehicles. This process will be completed through the Pennsylvania Department of Transportation (PennDot).

Should you have any questions regarding this policy, or concerns about your driving record, please see your immediate supervisor.

By printing and signing below you grant Upper Dauphin Area School District permission to obtain and review your driving record for the purpose of driving its vehicles.

\_\_\_\_\_  
Name - Print

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature