

**PERMISSION FOR NON UNIVEO** In line with the current insurance conditions, the following non passengers will be travelling in a University vehicle.

NAME	STATUS E.g. Husband/wife/son/daughter/member of the public	SIGNATURE (see note 2)

- Note:**
1. Non University passengers are covered by the vehicle's Compulsory Third Party Insurance only.
  2. To be signed by either a parent or guardian where any passenger is younger than 16 years of age.

The details of travel are as follows.

Driver's name \_\_\_\_\_

Department \_\_\_\_\_

Phone number \_\_\_\_\_

Vehicle Registration No. \_\_\_\_\_

Destination \_\_\_\_\_

Departure (date & time) \_\_\_\_\_

Return (date & time) \_\_\_\_\_

Signature of Driver \_\_\_\_\_

Signature of Supervisor \_\_\_\_\_ (Required when driver is a student)

<p>OFFICE USE ONLY</p> <p>_____</p> <p><b>Pool Vehicles:</b> Director Estate Office or delegate  <b>Faculty &amp; Division Vehicles:</b> Head of Department</p>
---