# 12345

# VEHICLE & DRIVER REGISTRATION FORM

* Drivers using their own vehicle have produced their current driving licence and insurance certificate before use is approved and this is recorded.
* Students using their own vehicle are advised to check with their own insurance company to ensure that their insurance arrangements are sufficient and would cover them in the event of an accident.
* Prior to claiming any mileage claims all students, volunteers must have submitted the Registration Form.
* Driver has read and understands the relevant JMSU policies and procedures.

I have produced the documents and agree to operate within the “Transport Policy” and confirm that my vehicle is correctly maintained and has insurance to cover the sport or society activity.

I will notify JMSU if there are any changes to my licence or insurance credentials.

By submitting this form, you consent to us contacting you further with regards to the information provided. We will not share your contact details with any third parties or contact you with regards to any other activities. If you require any further information as to how we will store your contact information, please write to [JMSUDPO@ljmu.ac.uk](mailto:JMSUDPO@ljmu.ac.uk).

Signature: Date: / /

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| --- | --- |
| **CONTACT DETAILS** | |
| **Student Name** |  |
| **LJMU Email Address** |  |
| **Sport/Society** |  |
| **Mobile Number** |  |
| **Term Time Address** |  |
| **VEHICLE DETAILS**  JMSU will check the vehicle MOT and Tax through the [DVLA Enquiry System](https://vehicleenquiry.service.gov.uk/)**.** | |
| **Vehicle Registration** |  |
| **Car Make & Model** |  |
| **Colour** |  |
| **DRIVER INFORMATION**  Counterpart code can be acquired through the [DVLA](https://www.viewdrivingrecord.service.gov.uk/driving-record/licence-number) by submitting details. | |
| **Driving License Number** |  |
| **Pass Date** |  |
| **Counterpart Code** |  |

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| **OFFICE USE ONLY** | |
| Driving License |  |
| Insurance Certificate |  |
| Tax Due Date: |  |
| MOT Date: |  |