APPENDIX C

Employee or Prospective Employee Request

That I, _____, am an employee or prospective employee of the company named below and that I request a copy of my official Driving Record in the State of Washington be released to my employer or prospective employer or their agent.

Authorization of employee or prospective employee for release of abstract of driving record

_____

Signature Date WA License # or print full name and date of birth

EMPLOYER ATTESTATION

(A) That the company named below is an employer or prospective employer of the above named individual and that I am a representative authorized to bind said company.
(B) That **AMERICAN DRIVING RECORDS** is acting as agent on behalf of _____ who is acting as agent on our behalf to obtain the abstract of driver records of the above named individual.
(C) That abstracts of driver record shall be used exclusively to determine whether the above named individual should be employed to operate a school bus or commercial vehicle upon the public highways, and that no information contained therein shall be divulged, sold, assigned, or otherwise transferred to any third person or party. A commercial vehicle is defined as any vehicle the principal use of which is the transportation of commodities, merchandise, produce, freight, animals, or passengers for hire and commercial vehicles as defined in Chapter 46.25 RCW.
(D) That the information contained in the abstracts of driver records obtained from the Washington State Department of Licensing shall be used in accordance with the requirements and in no way violate the provisions of RCW 46.52.130, attached in part for easy reference.

_____
Company Name

_____
Address

_____
Name (Print)

_____
Signature Date

This record must be maintained by the employer or prospective employer for a period of not less than two (2) years from the last date above. Failure to obtain all signatures or misuse of records obtained from the State of Washington may result in prosecution under RCW 46.52.130.