

MONTANA STATE UNIVERSITY-BOZEMAN

VEHICLE USE FORM

I, _____, have read a copy of the State of Montana Vehicle Use Policy ([Administrative Rules of Montana, ARM, 2.6.201 through 2.6.214](#)) effective October 12, 2001, and the Montana Board of Regents of Higher Education Vehicle Policy ([Board of Regents Policy & Procedures Manual, Section 1002 – Vehicle Policy and Procedures](#)) effective July 1, 2007 which are available for review through the links shown. Violations of these policies shall be handled in accordance with appropriate university policy or collective bargaining agreement where applicable.

I understand that, in accordance with ARM 2.6.205, the following applies to driving conviction points accrued after October 12, 2001:

- I am required to report any single infraction of 5 or more conviction points accumulated while driving any vehicle for state business to Human Resources within 10 calendar days of the conviction, and
- I am required to report any accumulation of 12 or more conviction points in a 36 month period to Human Resources within 10 calendar days. If my conviction points exceed 12, I understand that I may not be allowed to operate any vehicle for state business.

My signature below indicates that I have received and read a copy of the State of Montana Vehicle Use Policy and the Montana Board of Regents of Higher Education vehicle Policy.

Signature

Date

Banner ID Number (last 4 digits only)

Department

****Please return to Human Resources, Room 19, Montana Hall****