

Sunny Hills High School
School Van Sign-Out Form



Name of Driver _____ Date _____

Time/Date Leaving _____ Time/Date Return _____

Destination _____

Number of Passengers: _____ (Maximum 8 passengers including driver – seatbelts must be worn at all times)

1. Only FJUHSD employees cleared by the Transportation Department may drive the school van.
2. In case of accident or emergency, please contact the appropriate emergency agency as well as :

SHHS at 714-626-4300 or the District Transportation Center at 714-680-5603.
An accident form must be completed upon your return to the school.
3. NO FOOD OR DRINKS ARE ALLOWED IN THE SCHOOL VAN AT ANY TIME!
4. Keys must be returned to the front office immediately after use, or before first period following evening or weekend usage. Please keep all doors and windows locked and pick up anything inside the van upon your return.
5. Be sure to return the gas credit card immediately upon your return and be sure the mileage is on all gas charge slips.

I have read and understand the above conditions regarding usage of the Sunny Hills High School van.

Signature