



Hamblen County Government Vehicle Use Acknowledgement

In consideration of the use of Hamblen County Government's vehicle, I acknowledge that:

1. I have been given a copy of the Hamblen County Government Vehicle Use Procedures.
2. I will read and comply with section 7.5 VEHICLE USE POLICY AND GUIDELINES in the Hamblen County Government Personnel Policy, of which a copy is available on Hamblen County's website www.hamblencountyttn.gov.
3. I will not allow any person who is not a Hamblen County employee to drive a county vehicle in my possession and control.
4. I understand that I am responsible for the condition and will make every reasonable effort to return the vehicle in substantially the same condition as I received it; ordinary wear and tear is expected. I also understand that I or my department may be financially responsible for damages resulting from abusive use of the vehicle in my possession.
5. I understand that it is my responsibility to maintain a copy of my valid driver's license in my personnel file.

Employee: _____

Date: _____

Department: _____