



## Personal Vehicle Insurance Requirements

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Date: \_\_\_\_\_

Employee Name: \_\_\_\_\_

Insurance Agency: \_\_\_\_\_

As part of employment with Accredited Supports to the Community (ASC) employees are required to use their vehicle for business purposes.

ASC requires that all employees carry a minimum of \$2,000,000 liability on their personal vehicle that is being used for any business purpose, as a standard part of the job requirement.

In order to verify insurance, the employee has been provided with this form and is requested to have their Insurance Agent complete the second part.

The employee has consented to disclosure of information on this form, and to periodic verification of required insurance coverage if requested.

\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Date

Name of Insurance Agency: \_\_\_\_\_

Phone number of Agency: \_\_\_\_\_

Fax number of Agency: \_\_\_\_\_

Name of Insurer: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Commencement Date of Policy: \_\_\_\_\_  
Year      Month      Day

Expiry Date of Policy: \_\_\_\_\_  
Year      Month      Day

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***Personal Vehicle Insurance Requirements Continued . . .***

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The insurance coverage, as per the vehicle use requirements as indicated, is included in the above mentioned policy.

\_\_\_\_\_  
Signature of Authorized Insurance Rep

\_\_\_\_\_  
Date

**PLEASE RETURN BOTH PAGES OF THIS FORM IN PERSON, OR FAX TO ASC AT (403) 556-6480, OR SCAN AND SEND TO [main@asc-mva.ab.ca](mailto:main@asc-mva.ab.ca)**

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