

Vehicle Insurance Certification for Employees Authorized to Commute

Use of a University vehicle to commute between home and work is a taxable benefit to the employee. No other personal use of a University vehicle is permitted.

If, in a rare emergency the only vehicle available is the University vehicle, the employee may take the vehicle. However, because this would be using the vehicle for non-University business the employee must provide proof that s/he and the vehicle are covered by the employee's personal insurance. This form attests that you have the necessary insurance coverage.

This form must be signed and returned during the period of July 1st through July 31st of each calendar year, or within 30 days of any new assignment of a vehicle on an ongoing basis, whichever is later.

First Name: _____ M.I. ____ Last Name: _____

Campus where employee is paid: Urbana Chicago Springfield

Vehicle issued by University Motor Pool at: Urbana Chicago Springfield

I hereby affirm and certify that I am duly licensed to drive the vehicle assigned by the University to me and that (Select one):

- I have liability insurance that covers me when I use the vehicle for purposes other than official State of Illinois business. (Extended non-owned auto liability endorsement on my personal auto liability policy.) Attached is a copy.
- I have filed a bond with the Secretary of state as proof of financial responsibility, in the amounts equal to, or in excess of the requirements stated within 625 ILCS 5/7-601. These amounts are:
 - Not less than \$20,000 because of bodily injury to or death of any one person in any one motor vehicle accident, and
 - A limit of not less than \$40,000 because of bodily injury to or death of two or more persons in any one motor vehicle accident, and
 - A limit of not less than \$15,000 because of injury to or destruction of property of others in any one motor vehicle accident.

I understand that the State of Illinois requires evidence of personal auto liability insurance protection in the event I ever use a University vehicle for personal use (other than commuting).

I hereby affirm and certify that the assigned vehicle will not be used for personal use, other than commuting to and from work.

Signature: _____ Date: _____

Print this form, sign, and return to the address below: