

Driver Information

Make copies as needed. This form must be completed by all drivers

The church may want to have more than one driver to have a backup in case of an emergency or illness. Some churches have one person to pick up the trailer and one person to return the trailer.

Contact numbers for Tar River Baptist Association: Office 919-496-7172 or Associational Missionary Dougald McLaurin 252-883-7896.

The outreach trailer must be returned by the date and time set by the Tar River staff. Returning the trailer later than the set date and time may hinder the ministry of another church. A fee may be assessed when the trailer is returned later than the set date and time.

If the trailer registration card is needed, you will find it in the notebook .

Towing Trailer:

- Connect lights/check lights
- Attach chains to bumper
- Raise support to highest closed position
- The person towing the trailer must be capable of towing with a required **2 and 5/16 ball**. (One is included in the trailer if needed)

Parking Trailer:

- Detach chains from bumper
- Disconnect lights
- Lower support to hold up trailer tongue
- Insert ball hitch lock (appropriate size towing ball in trailer)
- Lock chains together
- Verify key location
- Lock all doors

Packing Trailer:

- Everything is clearly labeled, please store items correctly
- Use tie-down straps provided for securing items in trailer

Church _____ Association _____

Driver's Initials _____ Date(s) Reserved _____

Print Name on Driver's NCDL: _____

NCDL Number: _____

NCDL Expiration Date: _____

Insurance Information:

Name of Insurance Company: _____

Policy No: _____

Effective Date: _____

Expiration Date: _____

Your signature indicates that the information given is true and accurate. Your signature also indicates that you agree to the following:

- I will provide proof of vehicle insurance and a valid driver's license.
- I will return the outreach trailer by the deadline.
- I will contact Tar River Baptist Association in the case of a problem or delay.
- I have read and understand the driver information on this form.
- I will be sure that the *Trailer Contents Check List* is completed and signed.
- I will be sure that the vent on top of the trailer is closed before pulling the trailer.
- I will be sure all doors on the trailer AND the hitch are locked.

Signature of Driver: _____ Date: _____

Home Phone _____ Cell Phone _____