



## LNS Vehicle Use Agreement

I, \_\_\_\_\_ agree to the terms listed below, as part of the MIT Vehicle Use Policy and Vehicle Use Fact Sheet, while operating an LNS vehicle.

I promise to-

- Use an LNS vehicle for MIT business only.
- Maintain a valid US-issued driver's license and to notify LNS administration of any changes. \*
- Notify LNS General Services immediately of any infraction or issues while operating an LNS vehicle.
- Ensure all passengers in the vehicle are wearing a seat belt.
- Keep vehicles clean and remove any trash before returning.
- NOT smoke, or allow smoking, in an LNS-managed vehicle. Violations will result in a loss of vehicle use privileges and the cost to detail the vehicle.
- Perform a visual inspection before and after operating an LNS-managed vehicle. Any deficiencies shall be reported to LNS General Services immediately.
- Not transport hazardous chemicals.
- Not use my mobile device while driving, as per MA state law.
- Not transport passengers in the cargo area of a vehicle.

Please note-

- Student drivers must be at least 18 years of age and have two years' total driving experience, with at least one year's experience driving in the U.S.
- Drivers are responsible for paying any ticket they incur.
- Loss or damage of personal property while stored in any MIT vehicle is not the responsibility of MIT.
- For driving on longer trips, no driver may drive an MIT-owned or rented vehicle for more than 6 hours straight, or for more than 10 hours altogether, within a 24-hour period. Long drives of more than 6 hours' duration, or altogether in any given day, require a buddy system to keep the driver awake and alert.
- The driver is responsible for a \$2,500 deductible for at-fault accidents.

Driver signature and date \_\_\_\_\_

\*Certain international drivers licenses are acceptable in the Commonwealth of MA. This URL <https://www.dmv.com/faq/massachusetts> provides information on FAQs on the MA Registry of Motor Vehicle website. This URL (<https://www.mass.gov/service-details/driving-in-massachusetts-on-a-foreign-drivers-license>) provides information on driving in Massachusetts with a foreign license. For travel in other states, the driver should refer to that individual state's Registry of Motor Vehicle website to ensure the validity of an international license.