

**Driver Information**  
**TRIAD CHURCH NETWORK**  
**P.O. Box 11843 Winston-Salem, NC 27116**  
*\*\*\*Make copies as needed. This form must be completed by all drivers\*\*\**

The church may want to have more than one driver in order 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. *Each driver will need to fill out the Driver Information form.*

**Contact numbers for the TRIAD CHURCH NETWORK: (336) 830-8189**

*The Community Outreach Trailer must be returned by the date and time set by the TRIAD CHURCH NETWORK 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 Community Outreach Trailer registration card is needed, you will find it in the notebook.*

**Towing Trailer: Need a vehicle capable of towing 3000 pounds.**

- Connect lights/check lights
- Attach chains to bumper
- Raise support to highest closed position
- The person towing the Community Outreach Trailer must be capable of towing with a required **2-inch ball**.

**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
- Chock Wheels (lock wheels in place with chocks to keep from rolling)

**Packing Trailer:**

- Heaviest objects must be packed furthest forward for trailer stability
- Objects should be packed as low as possible for trailer stability
- Use tie-down straps provided for securing items in trailer

Church \_\_\_\_\_

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 Community Outreach Trailer by the deadline.
- I will contact TRIAD CHURCH NETWORK 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: \_\_\_\_\_ Phone \_\_\_\_\_