

Employee-Owned Vehicle Use Liability Agreement

This agreement is entered into by the undersigned employee (hereafter referred to as "Employee") and [Company Name] (hereafter referred to as "Company").

Employee Details

Employee Name: _____
Department/Position: _____
Vehicle Make/Model: _____
License Plate Number: _____
Insurance Provider: _____
Policy Number: _____

Agreement Terms

1. The Employee agrees to use their personally-owned vehicle for Company business purposes as required by the Company.
2. The Employee certifies that their vehicle is currently insured in compliance with state and Company minimum requirements.
3. The Employee acknowledges that their personal auto insurance is the primary coverage, and the Company's coverage is secondary, if applicable.
4. The Employee must maintain a valid driver's license and keep the vehicle in a safe operating condition.
5. The Employee agrees to notify the Company immediately of any changes to insurance, vehicle status, or driving privileges.
6. The Employee agrees to indemnify and hold harmless the Company against claims or liabilities arising from misuse or unauthorized use of their vehicle while conducting Company business.

Signatures

Employee Signature: _____
Date: _____

Company Representative: _____
Date: _____

Important Notes

- Employees must ensure their vehicle insurance meets or exceeds Company requirements before using their vehicle for work purposes.
- This agreement may not cover all scenarios; review with HR and legal counsel as needed.
- Failure to disclose changes in insurance or licensing can result in disciplinary action.
- The Company reserves the right to periodically verify insurance and vehicle documentation.

