

Remote Work Vehicle Use Liability Agreement

Employee Name: _____

Department: _____

Vehicle Make/Model: _____

Vehicle License Plate: _____

Agreement Date: _____

1. Purpose

This agreement outlines the terms and conditions for the use of the employee's personal vehicle while performing approved remote work activities for the company.

2. Employee Responsibilities

- a) The employee is responsible for maintaining vehicle registration, insurance, and all required permits.
- b) The vehicle must be operated in compliance with all applicable traffic laws and regulations.
- c) The employee agrees to use the vehicle in a safe and professional manner at all times while conducting company business.

3. Insurance & Liability

- a) The employee must maintain current auto liability insurance coverage.
- b) The company is not liable for any physical damage, theft, or injury resulting from the employee's use of their personal vehicle.
- c) The employee agrees to hold the company harmless from any claims, damages, or losses arising from vehicle use for company purposes.

4. Reporting

The employee is required to promptly report any accidents, citations, or vehicle issues related to company business to their supervisor.

5. Acknowledgement & Agreement

By signing below, the employee acknowledges and agrees to the above terms and conditions governing the use of a personal vehicle for remote work activities.

Employee Signature

Date: _____

Supervisor Signature

Date: _____

Important Notes

- This document does not replace the need for personal auto insurance.
- Failure to comply with agreement terms may result in disciplinary action.
- Always check with HR or legal for any company-specific requirements.

- Update this agreement annually or upon changes to vehicle or insurance information.