

# Third-Party Vehicle Use Liability Agreement for Employees

This agreement ("Agreement") is made between **[Company Name]** (the "Employer"), located at **[Company Address]**, and **[Employee Name]** (the "Employee"), residing at **[Employee Address]**.

## 1. Purpose

This Agreement sets forth the responsibilities and liabilities of the Employee when using a third-party vehicle for work-related purposes or activities conducted in the course of employment.

## 2. Authorization

The Employee agrees not to use any third-party owned vehicle for work duties unless explicit, prior written permission is obtained from the Employer.

## 3. Insurance Coverage

The Employee confirms that any third-party vehicle used for work purposes is properly insured in accordance with state law, and provides valid and sufficient liability coverage.

## 4. Compliance with Laws

Employee shall comply with all applicable traffic rules, laws, and regulations while operating a third-party vehicle for work-related activities.

## 5. Assumption of Liability

The Employee accepts full responsibility and liability for any accidents, damages, or losses that occur while operating a third-party vehicle for work, to the extent permitted by law.

## 6. Indemnification

The Employee agrees to indemnify, defend, and hold harmless the Employer from any claims, losses, damages, or expenses arising from the Employee's use of a third-party vehicle for business purposes.

## 7. Term and Termination

This Agreement is effective as of the date signed below and remains in effect until revoked in writing by the Employer.

Date: \_\_\_\_\_

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### Employee Signature

Name: **[Employee Name]**

Date: \_\_\_\_\_

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### Employer Representative Signature

Name: [Name & Title]

## **Important Notes**

- This agreement should be reviewed by legal counsel to ensure compliance with local laws and specific company policies.
- Employees should always verify that third-party vehicles have adequate insurance before use.
- Failure to adhere to the terms may result in disciplinary action, including termination.
- This document does not serve as a substitute for proper vehicle insurance coverage.
- Employees must notify the Employer immediately in case of any accident or incident involving a third-party vehicle during work-related activities.