

## Transportation Volunteer Information Letter

Staying Connected thanks you very much for your volunteering to provide transportation services to the resident members of Sun City. Your generosity and willingness to give your time and commitment is highly valued.

We all understand that providing transportation is a serious responsibility, and this is shared by our insurance carrier. As a result, to best protect the safety of the volunteer, the member, as well as the Staying Connected organization, we require that the following steps be met. These are:

- ✓ General background check for all volunteers
- ✓ Background check on transportation volunteers from SC Department of Motor Vehicles or state of issue;
- ✓ Completion of form providing information related to your driver's license, insurance and automobile;
- ✓ Copy of Vehicle Insurance Card; and
- ✓ Completion of Physician's Form at next visit for those transportation volunteers 75 years and older

Attached to this cover letter will be one or both of the above described forms. If you have any questions, please contact me or leave a message at 705-2259

Thank you again,

Ginny Couch, Volunteer Coordinator

01/14/15