



## **Driver Eligibility Guidelines**

All resorts should ensure employees are eligible to drive company vehicles prior to assigning a company vehicle. Motor Vehicle Records should be used to determine eligibility.

### **A. Motor Vehicle Record (MVR) Review**

(The Company should review MVRs prior to hire, and then at least annually thereafter. Drivers should be required, by policy, to self-report all citations received, whether on or off the clock.)

#### For a 5-year period

- Citation while driving intoxicated or impaired -Ineligible
- Citation for leaving the scene of an accident -Ineligible
- Citation for reckless driving -Ineligible

#### For a 3-year period

- Two or more of the following MAJOR offenses -Ineligible
  1. Citation for at-fault accident
  2. Citation for excessive speed (equal to or greater than 15 mph over the speed limit)
- Three or more of the following MINOR offenses\* -Ineligible
  1. Citation for excessive speed (less than 15 mph over the speed limit)
  2. Citation for other moving violation

\* One MINOR offense may be offset with successful completion of DMV approved driving school. Driving school must be completed prior to reaching "Ineligible" status.

### **B. Minimum Age Requirement**

1. All drivers of company vehicles should be at least twenty-one (21) years of age.
2. If necessary, valet drivers may be eighteen (18) years of age, with at least two (2) years of driving experience. Valet drivers should also have acceptable MVRs.