

Private Car Registration Form

Please use this form to register a vehicle if you will be using it for Student Activities (sports club & societies). The registration is valid until you cease to be involved in Student Activities, or documents provided become out of date, and must be completed before the vehicle is used.

Name:			
Student Number:		Year Course Ends:	
Club / Society:			
Telephone Number:			
Email Address:			
Vehicle Make & Model:			
Vehicle Registration:			

Please print your details clearly, and sign to confirm:

- You have informed your insurance company of your intention to transport students on behalf of the Students' Union as a volunteer;
- Your vehicle is roadworthy and complies with all current road traffic legislation;
- You will inform the Students' Union of changes to your details – such as change of address, penalty points or licence; and
- You agree with the Students' Union holding copies of paperwork relating to your vehicle, and will update them when required.

Signature:

Date:

Please return to the Students' Union Reception or Student Activities Co-ordinator.

Union Staff Use

Tick if copies attached:

- Driving licence – paper and both sides of plastic licence
- Insurance certificate (with expiry date)
- MOT certificate / New car registration form
- Tax disc (close up photo will suffice)