

**PIMA COUNTY
DEPARTMENT OF FINANCE & RISK MANAGEMENT**

RISK MANAGEMENT DIVISION
130 W. CONGRESS ST., 9TH FLOOR
TUCSON, ARIZONA 85701-1317
(520) 724-4477 FAX (520) 791-6614

Please email this form to driversafety@pima.gov or fax to (520) 791-6614. This is a secure fax line.

Driver Authorization Application

- Check All That Apply:**
- | | |
|---|---|
| <input type="checkbox"/> New Authorization | <input type="checkbox"/> Authorization Renewal |
| <input type="checkbox"/> Essential Driving Position | <input type="checkbox"/> Incidental Use-Driving Position |
| <input type="checkbox"/> Drives County Vehicle | <input type="checkbox"/> Drives Personal Vehicle on County Business |
| <input type="checkbox"/> Take Home Vehicle-Occasional | <input type="checkbox"/> Take Home Vehicle -Frequent |
| <input type="checkbox"/> Drives Eight or More Passenger Van | <input type="checkbox"/> Commercial Driver License |

New Hires must complete Authorization Application and Pima County Defensive Driving training within 2 weeks of hire date.

Applicant's Name (Print): _____ EIN: _____
 Department: _____ Division: _____
 AZ Driver License #: _____ Expiration Date: _____

Please attach a clear copy of the front and back of your Driver's License to application.

1. Have you completed Pima County Defensive Driving training within the past 3 years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*
*If you answered NO to question 1, STOP! Please register and complete Pima County Defensive Driving training before submitting this form. Applications will not be approved until training is complete.		
2. Have you received a citation for a moving violation in the previous 39 months?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Have you been licensed in any state other than Arizona in the previous 39 months?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
*If you answered YES to question 3, STOP! Please provide a copy of 3-year Motor Vehicle Record from prior state(s) where you held a license.		
4. Has your driver license been suspended or revoked in the previous 39 months?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Have you had any DUI citation or conviction in the previous 24 months?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
*If you answered YES to question 5 and are a New Hire STOP! New hires into a Driving Position may not have a DUI conviction in the previous 24 months and are ineligible to drive for Pima County.		
6. Have you been refused a driver license in the previous 39 months?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

I hereby certify that the information provided above is true. I understand that omitting information or providing false information to any question above may result in disciplinary action up to and including dismissal and/or my right to drive on County business, which may impact the necessary requirements of my position. I understand I am required to abide by all Pima County Administrative Procedures and Pima County Board of Supervisors' Policies regarding vehicle use. A complete list of these procedures and policies can be found on the Pima County Department of Finance and Risk Management Intranet. I understand it is my responsibility to review them.

Applicant's Signature _____ Date _____

Supervisor's Signature _____ Supervisor's Name (PRINT) _____ Date _____

For Risk Management Use Only

Defensive Driving Completion Date: _____

- Acceptable Points: _____ Expiration Date: _____
 Conditional Points: _____ Expiration Date: _____
 Unacceptable Points: _____ Expiration Date: _____

Conditional: Assuming no additional violation is received.
 Unacceptable: Individual may not drive on County business but can reapply on expiration date.

Risk Manager's Signature or Designee _____ Date _____