

ASG Van Policies

I. Driver Policies

- A. Only drivers with a Gator License (issues by Allegheny College Safety & Security) will be permitted to operate the ASG van. No responsibility will be assumed by ASG if unauthorized drivers operate the van.
- B. Each driver must:
 - 1. Be a licensed driver for at least 1 year and be at least 18 years of age.
 - 2. Be willing to take responsibility for the vehicle and its passengers.
 - 3. Receive approval by the ASG President, ASG Vice President, or ASG Director of Student Affairs to use the van.
 - 4. Complete an ASG van Contract for each driver of the vehicle.
- C. All traffic regulations must be adhered to.
- D. All traffic violations are the responsibility of the driver. Any violations will result in the revocation of his or her ASG van driving privileges. Traffic violations must be reported to ASG.
- E. ASG reserves the right to refuse to issue the key to any person that appears to be incapable of the safe operation of the van.
- F. The consumption or use of illegal drugs or alcoholic beverages either prior to or during the operation of the van is strictly prohibited.

II. Van Policies

- A. The van may hold a maximum of 7 passengers at one time (including the driver).
- B. The transportation of hitchhikers using the ASG van is strictly prohibited.
- C. The van must be locked at all times.
- D. The van must be returned with a full tank of gas.
- E. All trash and personal belongings must be removed from the van upon its return. If not, a \$30 dollar fine will be charged to you and/or your organization.
- F. The van must be returned to the parking lot between the Wise Center and Edwards Hall.
- G. If the van and keys are not returned within 12 hours of your scheduled arrival back to campus, you and/or your organization will be charged \$20. Every additional day the van and keys are not returned you and/or your organization will be charged \$20 in addition to the \$20 late fee. If due to an unforeseeable emergency the van must be returned late, the ASG Director of Student Affairs must be notified immediately.
- H. Probation and suspension from ASG van use will be given when deemed necessary by conference of ASG President, Vice-President, and Director of Student Affairs or ASG Senate by a majority vote.

III. Priority

- A. The Director of Student Affairs shall base the van allocations on the following priorities taken in their respective order:
 - 1. ASG recognized organizations will have first priority.
 - 2. If there is a clear difference in the number of passengers being transported, the organization with the greater number of passengers shall have priority.