

**ALABAMA STATE UNIVERSITY (ASU)  
MOTOR VEHICLE REPORT INFORMATION FORM**

To obtain approval to drive an ASU vehicle, please complete this form in its entirety. All authorized drivers must have a valid driver's license and an insurable driving record. Upon completion, please forward to The Office of Human Resources.

**Part I.**

1. First Name: \_\_\_\_\_ Middle Name or Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_
2. Marital Status: \_\_\_\_\_
3. Street Address: \_\_\_\_\_ Apt/Unit/Lot: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_
4. Date of Birth: Month \_\_\_\_\_ Date \_\_\_\_\_ Year \_\_\_\_\_
5. Place of Birth: City \_\_\_\_\_ State \_\_\_\_\_
6. Driver License #: \_\_\_\_\_ State Issued: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**REQUIRED – PLEASE PROVIDE A COPY OF YOUR DRIVER'S LICENSE (FRONT AND BACK).**

7. CWID: \_\_\_\_\_ Position: \_\_\_\_\_ Email: \_\_\_\_\_@alasu.edu
8. Supervisor: \_\_\_\_\_ Position: \_\_\_\_\_ Email: \_\_\_\_\_@alasu.edu

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**Part. II**

I, \_\_\_\_\_, give my authorization to **Alabama State University** and **AAA Credit Screening Services, L.L.C.** to verify all of the above information and obtain an investigative consumer report that may contain credit report, criminal history report, DMV, employment, and/or education information on myself for employment purposes.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Immediate Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office of Human Resources Use Only:**

Acceptable: \_\_\_ Date: \_\_\_\_\_

Borderline: \_\_\_ Date: \_\_\_\_\_ Comments: \_\_\_\_\_

Unacceptable: \_\_\_ Date: \_\_\_\_\_ Comments: \_\_\_\_\_