

# Employee Vehicle Usage Agreement

This agreement is made between **Company Name** ("Employer") and the undersigned employee ("Employee") regarding the use of the company's vehicle.

## Employee Information

Employee Name:

Employee ID:

## Vehicle Information

Vehicle Make:

Vehicle Model:

License Plate #:

## Agreement Terms

- Employee will use the vehicle for business purposes only.
- Employee agrees to comply with all traffic laws and company policies.
- Employee is responsible for reporting any accidents or damages immediately.
- Employee will return the vehicle in good condition.

## Signature

Employee Signature:

Date:

Manager Signature:

Date: