

Executive New Hire Fleet Vehicle Policy Agreement

This agreement outlines the policy for the assignment and use of company fleet vehicles by executive new hires. By signing below, you acknowledge and agree to the terms set forth herein.

1. Vehicle Assignment

- A company vehicle will be assigned to you as part of your executive benefits.
- Vehicle details (make, model, year):

2. Eligibility & Use

- The vehicle is to be used primarily for business purposes related to your role.
- Limited personal use is permitted per company guidelines.
- The vehicle may not be used by unauthorized drivers.

3. Responsibilities

- You are responsible for the routine care and maintenance of the vehicle.
- All accidents, damages, or losses must be reported immediately.
- You must comply with all applicable traffic laws.

4. Insurance & Liability

- The company will provide insurance coverage as required.
- You may be responsible for deductible amounts in certain cases.

5. Return of Vehicle

- The vehicle must be returned upon termination or at the company's request.

6. Acknowledgement

I have read, understand, and agree to comply with the terms of the Executive New Hire Fleet Vehicle Policy Agreement.

Name: _____
Signature: _____
Date: _____