

Reserving a West Conroe Baptist Church Vehicle

***VERY IMPORTANT:**

- **Vehicles are only available for church events**
- **Book your vehicles as far in advance as you can**
- **The person(s) planning on driving do they have a **CURRENT** Driver's License on file with the church**
 - **If they **DO NOT** we must have them submit a **CURRENT** Driver's License**
 - **Once it has been submitted they will receive forms that must be completed and signed in order for us to run a Background Check**
 - **Please give at least **2 days** for this to be processed**
 - **You will be notified once this has been completed**

QUESTIONS TO ASK YOURSELF:

1. Date & Time
2. How many people total would be traveling total?
3. Where are you traveling to?
4. What Vehicle(s) or trailer(s) will you be needing?
 - a. Van 1 (holds 15 people)
 - b. Van 2 (holds 15 people)
 - c. People Mover (holds 15 people)
 - d. Large or Small Trailer
5. Who will be your Approved Driver?
6. What time will you be picking up keys for the vehicle(s)?

***IMPORTANT: If on a weekend Keys must be picked up before weekend/ same with Vehicle keys if using a church vehicle**

7. What will be the return day & approximate time?