

TAKE HOME VEHICLE AGREEMENT – POLICE USE

Employee

Name: _____

Job

Title: _____ Dept/Div: _____

Home

Address: _____ City: _____ County: _____

Physical Address (Not mailing address)

I _____, hereby enter into agreement this _____ day of

_____, with the Town of Longboat Key, with the following understood restrictions and obligations:

- 1.) I hereby accept assignment of a vehicle owned by the Town of Longboat Key to be used as my take-home Police vehicle.
- 2.) I will use the vehicle solely for the assigned purpose as outlined in the Town of Longboat Key Police Department General Order 9012.
- 3.) I will notify the on-duty shift supervisor and/or the Division Commander of any incident or accident involving the assigned take home vehicle.
- 4.) I will provide for the reasonable security of the vehicle; drive the vehicle in a safe and orderly manner; ensure the vehicle is clean and properly maintained.
- 5.) I certify that I live within the boundaries as outlined in Longboat Key Police Department General Order 9012 and will notify my superiors and the Human Resources Department immediately of any change of address.
- 6.) I understand that vehicle use is a privilege provided to me by the Town, and can be withdrawn at any time and does not constitute a property right.
- 7.) I understand, acknowledge and accept that the assignment of a vehicle is based on the availability of vehicles, officer's seniority, and duty assignment.
- 8.) I understand, acknowledge, and accept that, pursuant to Florida statute section 768.28 (9)(a), I can be held personally or individually responsible and civilly liable in tort, and can be sued, for any motor vehicle accident(s) which occur in the police take-home vehicle while I am acting outside the course and scope of my governmental employment at the time of any motor vehicle accident, and furthermore understand, acknowledge and accept that the Town of Longboat Key cannot be held civilly liable in tort under that statute for any off-duty motor vehicle accidents in that police take-home vehicle occurring while I am driving it outside the course and scope of my employment with the Town – see *City of Winter Park v. Veigle*, 48 FLW(D)1311 (Fla. 5th DCA 2023).

I have read and understand the above restrictions and obligations and agree to the terms set forth.

Signature: _____ Date: _____

STATE OF FLORIDA, COUNTY OF MANATEE

The foregoing instrument was acknowledged before me this _____ day of _____

by _____, who is personally known to me or who has produced

_____ as identification.

Notary Public: _____ My Commission Expires: _____

Recommended

Division Director: _____ Date: _____

Recommended

Department Director: _____ Date: _____

APPROVED

Town Manager: _____ Date: _____