



EMPLOYER PULL NOTICE PROGRAM

[Administrative Procedure 6530: Vehicle Use/Driver Authorization](#)

Electronic Form Instructions

Please complete **all fields** **(type form)**.

Upon completion of the fields:

- *Review your data for accuracy.*
- *Print out the document.*
- *Sign your name (original signature).*
- *Present the form to your manager listed in Workday for their signature (original signature).*

Once completed:

Submit form to:

Risk Management, Attn: Justin Crast, MS #14 via mail or send to jcrast@miracosta.edu.

If you have any questions, contact Justin at 760.795.6866 or via email at jcrast@miracosta.edu.

Thank you.

