



## Secondary Transporter Agreement and Guidelines

**Secondary Transporter** - individual hired by New Vision to Transport Participant(s) from a specified location to a residential rehab facility noted in Transportation Agreement.

**Please provide New Vision Outreach with the following:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

- Copy of Driver's License
- Copy of Insurance Card

### **The Secondary Transporter Guidelines:**

- *Secondary Transporter* must be voted on and approved by the board of New Vision Outreach before transportation can occur: Randy Garza, Lanell Coln, Suzanne Thomas, Jennifer Raburn
- *Secondary Transporter* must be accompanied by another Female if Participant is Female.
- *Secondary Transporter* will be reimbursed \$100 for Hotel per every 500 miles and mileage based on IRS yearly mileage rate.
- *Secondary Transporter* must submit mileage report and hotel bill to New Vision Outreach for reimbursement.
- *Secondary Transporter* – Must not have any outstanding legal issues. – All transporters must not be on probation or have any active legal cases.
- *Secondary Transporter*- Any one transporting must not be registered on any sex offender registry.

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Secondary Transporter \_\_\_\_\_ Date \_\_\_\_\_

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New Vision Representative \_\_\_\_\_ Date \_\_\_\_\_

*\*\*This agreement has been approved by New Vision Board of Directors*