

Name:

Address:

.....

.....

Date:

To (Insurance Company):

Re Policy Number:

Dear Sir or Madam

I intend to undertake voluntary work and from time to time I will use my vehicle to carry passengers or to carry out other duties, as requested. I will receive a mileage allowance for these journeys to cover the running costs of my vehicle in accordance with Section 1 (4) of the Public Passenger Vehicles Act 1981, which exempts me from both Passenger Service Vehicle and Hackney Carriage/Private Hire licensing laws. Such expenses will be claimed strictly on a non-profit basis.

I should be grateful if you would confirm that my existing policy covers me for such volunteer driving; please use the "tear off" slip below. Please also confirm that my insurance policy contains a clause indemnifying the agencies with which I am a volunteer against third party claims arising out of the use of my vehicle for such voluntary work.

Yours faithfully

(Policyholder)

✕

From (Insurance Company):

Re Policy Number:

Policy Holder/Driver:

This is to confirm that your insurance policy covers voluntary driving (for which a mileage allowance may be received). This also confirms that the above policy contains a clause indemnifying the agencies with which you are a volunteer against third party claims arising from the use of the vehicle on such voluntary work.



Issued by: Date: