

**Mexico Outreach 2018 – Vehicle Use Form**

Dear Friends and Partner in Ministry,

Since 1996, thousands of Bayside students & adults have been going to Mexico to serve over 30 churches in the Mexicali Valley region. Participants go to training meetings, raise support, get time off work and in some cases, sacrifice participation on their athletic teams to serve for a week in the Mexican desert during their spring break. Homes are built, the homeless are fed, children jump in bounce houses, sing songs and most importantly learn about Jesus. The list just goes on and on. **None of this would happen if it weren't for people like you.**

Providing transportation for over 1,000 missionaries is one of our biggest challenges. Volunteering to loan a vehicle is a very tangible way of supporting this mission trip. We want to say THANK YOU! We also want you to know, right from the start, our approach to risk and liability, which has served our teams and those who volunteer their vehicles well through the years. Our transportation plan includes more than 200 vehicles traveling more than 1,500 miles. Such an endeavor does come with risk of breakdowns or even accidents. We do our best to reduce these risks and minimize negative impact for all those involved. Below are the basic elements of our volunteered vehicle plan.

**Please take a few moments to familiarize yourself with how it works:**

1. All loaned vehicles are to be treated with utmost respect and to be returned in the best condition possible.
2. All drivers have been screened, meet our insurance requirements, and are given directions as to driving safely in Mexico and the United States.
3. In cases of accidents, the vehicle owner's insurance would pay on a primary basis with Bayside's auto coverage paying on a secondary basis up to each policies limits of liability.
4. Bayside purchases insurance for all vehicles while they are in Mexico.
5. In case of a breakdown or accident, owners are immediately contacted regarding their vehicle. Repair costs will vary based on the nature of the breakdown/accident. Historically, Bayside has paid 50% - 100% of the repair cost. Each situation is different and all circumstances are considered before determining the payout.

**Please Note:** Bayside is not responsible for damages/repairs that are incurred due to lack of regular maintenance.

Although you may already have this understanding, it has been our experience that clarifying these points before the trip eases sleep patterns and prolongs healthy relationships!

Every year our students go down with intentions to be a blessing, and of course, they are the ones most blessed. YOU ARE ONE OF THOSE BLESSINGS ON THEM!

THANK YOU!

Bayside Church, Mexico Outreach Team

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**Your signature below indicates you have:**

1. Read this letter and form.
2. Release your vehicle for our trip into Mexico and for Mexican insurance purposes.

**Requirements for loaned vehicles:**

- 7-8 passenger vehicles or 5-6 passenger trucks with functional seatbelts for every seat.
- Less than 75,000 miles and in very good mechanical condition.
- Tire pressure checked and all normal maintenance completed before vehicle drop-off.
- Meets all legal and safety requirements.

**I have read this letter and am allowing Bayside Church to use my:**

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Lic. Plate # \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

**MEXUS INSURANCE SERVICES, INC.**

Mexican Auto Insurance Services  
Calexico, CA 92231  
(760) 357-8800 | FAX (760) 357-8886  
Mexican Auto Registration Form

**Registered Owner:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

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

**Driver While in Mexico:** \_\_\_\_\_ **License #:** \_\_\_\_\_ **Exp. Date:** \_\_\_\_\_

**Date entering Mexico:** March 24, 2018 **Time entering Mexico:** 12:00 am/pm

**Date departing Mexico:** March 31, 2018 **Time departing Mexico:** 11:59 am/pm

*(If entering or exiting on different date or time, cross out the above and note correct information)*

**Year:** \_\_\_\_\_ **Make:** \_\_\_\_\_ **Model:** \_\_\_\_\_ **Lic. Plate #:** \_\_\_\_\_

**Vehicle Identification Number (VIN):** (Please print legibly) \_\_\_\_\_

**For FULL COVERAGE INSURANCE, please complete the below items. Otherwise coverage will be Liability only)**

**Blue Book Value:** \$ \_\_\_\_\_ (Required for Full Coverage Insurance)

**Current Mileage:** \_\_\_\_\_ (Required for Full Coverage Insurance)

**U.S. Insurance Provider:** \_\_\_\_\_ (Required for Full Coverage Insurance)

**Policy #:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_

**Agent name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Towing a Trailer? (If "Yes" please complete the information below)**

**Trailer ID/Serial/VIN#** \_\_\_\_\_ **License Plate #** \_\_\_\_\_ **Year:** \_\_\_\_\_

**Model:** \_\_\_\_\_ **Trailer Value: \$** \_\_\_\_\_ (Required for Full Coverage Insurance)

**Additional Information for Bayside:**

**Emergency Phone #:** \_\_\_\_\_

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

**Are You a Participant on Trip?** Yes / No **If Yes, Team:** \_\_\_\_\_

**Would you like to drive your own car?** Yes or No

**Vehicle Color:** \_\_\_\_\_ **Total Capacity (Passengers & Driver):** \_\_\_\_\_

## INFORMATION FOR THE VEHICLE OWNER

\*\*\* PLEASE KEEP for your files \*\*\*

1. Your vehicle will be used from Thursday, March 22 through Saturday, March 31.
2. Vehicles will need to be dropped off or processed on Thursday, March 22<sup>nd</sup>. We will contact you with drop-off time and location.
  - a. At drop-off:
    - i. Vehicles will be prepared with team numbers.
    - ii. License and VIN numbers will be verified.
    - iii. Additional safety equipment and trip support material will be put in the vehicle.
  - b. Vehicles will leave Bayside locations Friday morning.
3. Vehicles will need to be picked up the following Saturday, details to come, or at the Bayside Offices on the following Tuesday, 9am-5pm.
4. Bayside will provide one gift card per vehicle for a full-service auto detailing. (Includes: Wash, vacuum, windows, and interior wipe down.
5. Each vehicle will be returned with a full tank of gas.
6. In case of accidents, the vehicle owner insurance would pay on the primary basis with Bayside's auto coverage paying on a secondary basis to their limits of liability.
  - a. If there is an incident involving your vehicle, you will be notified immediately. Please ensure that your emergency contact information is accurate.
7. Bayside Church will not provide any non-taxable refund paperwork for loaner vehicles.
8. If there are any questions, please contact us at:

Phone: 916-746-8681  
Email: [MexicoOutreach@baysideonline.com](mailto:MexicoOutreach@baysideonline.com)  
Fax: (916) 791-5052