

Use of Your Private Vehicle For Business Purposes

When you use your private vehicle for approved Oakville Children's Home or Moving Forward Day Program activities you are reimbursed based on the kilometers travelled. The current rate is \$0.33 per kilometer. This is to cover the following items:

- Gasoline
- The cost of maintenance (oil, lube, routine maintenance)
- Insurance (liability, damage, comprehensive and collision coverage)
- Licensing and registration
- Depreciation and all other costs associated with operation of the vehicle

It is your responsibility to maintain the car in a safe and roadworthy condition and comply with all legal requirements, such as, tire pressure, lights, lubricants and oils, etc.

While using your vehicle for business purposes, parking tickets and other violations under the Highway Traffic Act are your responsibility. Similarly, you are responsible for towing and other costs in the event of breakdown.

Insurance

You are required to show that your vehicle has the minimum insurance requirements of \$2,000,000 liability protection and uninsured motorist coverage.

Reimbursement

You will be reimbursed for the cost, if any, involved in upgrading your insurance policy to obtain \$2,000,000 liability coverage. To be reimbursed, you will be required to submit receipts from your insurance carrier showing the increase in premiums. You will be reimbursed for the difference.