

This form is to be used for reserving university golf carts and LSV (Low Speed Vehicle) carts by faculty and staff. Keys shall be picked up and returned to Facilities Operations in Building 540MIL. Carts shall be returned to the storage location and plugged into the charger when returned. If after hours, return cart, then place keys in the drop box located near the Facilities Operations main entrance door. Please call 321-674-8796 with any questions.

### GENERAL INFORMATION

This information will be used as the point of contact

Department name \_\_\_\_\_ Phone \_\_\_\_\_

Driver's name \_\_\_\_\_ Do you have MVR approval? \_\_\_\_\_

900# \_\_\_\_\_ Driver's license expiration date \_\_\_\_\_

Cellphone \_\_\_\_\_ Email \_\_\_\_\_

Reviewed and Understand LSV Guidelines Acknowledgment: \_\_\_\_\_  
Signature

### CART SIZE REQUESTED

4 seater \_\_\_\_\_ 6 seater \_\_\_\_\_ 2 seater with bin \_\_\_\_\_ Are you Transporting equipment? Yes or No

Pickup date \_\_\_\_\_ Pickup time \_\_\_\_\_

Return date \_\_\_\_\_ Return time \_\_\_\_\_

### GOLF CART & LSV CART OPERATING PROCEDURES

Rules Applicable to ALL Drivers:

- All operators of LSV (Low Speed Vehicle) carts must have a U.S. valid driver's license in their possession while operating an LSV cart, as well as a valid identification card and certification of training kept in their personal record.
- Operators of standard golf carts (NOT LSV) are not required to have a U.S. driver's license. Employees, students, operators, or anyone else using or attempting to use a cart on campus shall attend a training session. Training sessions will be conducted by the Facilities Office.
- All operators shall operate the cart at speeds in a safe manner as determined by the traffic in which they are operating.
- Carts may not be operated off-campus. This does not prohibit carts from crossing a road or street at an intersection, protected by traffic signals or crosswalks.
- Passengers and Golf Cart operators must keep all parts of their body within the cab of the Golf Cart.

Rules for Regular Golf Carts (NOT LSV)

- NO DRIVING on city roads.
- Use University roadways and parking lots where possible. NOTE: University roadways refer to those internal to the campus as depicted in the green routes in the allowable golf cart access routes map.
- DO NOT cross Babcock Road unless in the approved cross walk.
- Avoid crossing University Boulevard when possible
- If you must cross University Boulevard, please use the designated crosswalk.

Rules for Licensed for Road Use/LSV Golf Carts

- ALL passengers must wear a seatbelt at all times
- You are permitted to drive on city roads with a posted speed limit of 35 miles per hour or below City roads includes University Boulevard and Country Club, BUT exclude Babcock Road due to the speed limit
- Avoid crossing Babcock Road when possible.
- If you must cross Babcock, use University Boulevard traffic lanes and not designated crosswalks.