

Waiver Validation



- **Only use** the pre-printed pad of 400 forms provided in your event kit. Your event must use the **2019 version** of the waiver survey form, or your donation will be subject to forfeit. No exceptions. If you cannot locate your waivers, contact Program HQ immediately.
- **Reminder:** A test-drive is required to be considered for a donation.
- **Before the test-drive**
 - All participants **MUST** provide their personal information AND sign the waiver.
 - Verify that participants are 18 years of age or older and check their driver's license.
 - NOTE: Email address is not required. However, if consumers want to receive email communications from Ford, including offers, incentives, product information and surveys, they **must** check the box on the waiver form opting them in.
- **After test-drive is completed**
 - Dealership staff member accompanying the participant signs the back of the form to validate that the test-drive has been completed.
 - Dealership staff directs the participant back to the registration table where (s)he will complete the back side of the form and answer a short survey.
 - The donation will be made only if all of the information on **both** sides of the form is complete.
 - Please ensure that completed forms are legible.
 - Waivers that are incomplete, supply incorrect information, and/or are illegible are subject to disqualification.
- **For questions on Bonus Drive Events, please see the following page.**
- **Program HQ will validate test-drive forms and process payment**
- **Send waivers to:**

Latitude Digital
806 S Public Rd.
Suite 202
Lafayette, CO 80026

