

Procedure When Purchasing a Church Vehicle

- **If you are buying a Van, please send a picture to insurance@carolinasda.org before the purchase.** The day you buy the vehicle/trailer (few days before would be better), contact Rocio Roberts at the Conference Office to get insurance coverage.
 - We will need:
 - **Year, Make, Model, VIN, seating capacity, Gross Weight**
- Bill of sale should be provided by the seller using the Conference legal name:
 - “Carolina Conference of Seventh-day Adventists, Inc.” (Buyer)
- If vehicle is purchased from a car dealership, please don’t sign documents in conference name as buyer until confirmation from conference. Please send all purchase documents to be signed in conference name to Fax: 704-919-5677 or insurance@carolinasda.org and a conference representative will review and sign them.
- Make sure you have a completed/signed title or certificate of origin.
- After the purchase is done and all liens (loans) released, mail all original documents to the conference, we will process the registration and title transfer.

NAD Policy Update

S 60 31 (GC S 60 30-3) Vehicle Insurance

7. Fifteen-Passenger Van Use—In the interest of safety, denominational organizations shall not purchase, lease, rent, or use 15-passenger vans or modified 15-passenger vans for sponsored activities under any circumstances. Alternatives to 15-passenger vans include: minivans, SUVs and mini-school buses.

For driver’s eligibility go to our website: <https://www.carolinasda.org/insurance>.

The Carolina Conference Insurance Team mission is to join efforts with our local church leaders to make our Churches, Schools and Ministries a SAFE place to worship and learn.