

CONTRACT EMPLOYEES
AUTOMOBILE COVERAGE VALIDATION

- A. Contract Employee: A person employed by written contract who is deemed to be an employee, as opposed to an independent contractor, according to Internal Revenue Service criteria as applied by the State Comptroller and the State Personnel Board.
- B. We certify that the following classes of contract employees are bona fide state employees and are eligible for Employee Automobile Liability Coverage.

	<u>Class of Employee</u>	<u>Nature of Job Duties</u>
1.		
2.		
3.		
4.		
5.		
6.		

- C. The following is the definition of "Covered Employees" from GLTF Program Guidelines:

Covered Employee means any person employed, appointed, elected or hired to a temporary or permanent position or office with the State of Alabama or any of its departments, bureaus, offices, agencies, authorities, or boards, including individuals serving as Foster Care Providers. Covered Employee does not include persons employed, appointed or hired to a temporary or permanent position or office with the State Docks Department or any educational institution or board, or any person other than a Foster Care Provider employed, appointed or hired by the State of Alabama or any of its departments, bureaus, offices, agencies, authorities or boards as an independent contractor as defined by the Internal Revenue Code and Regulations.

_____ By _____ Date _____
Department Participating

Instructions: If applicable, complete this form and return to the Finance Department, Division of Risk Management, 777 South Lawrence Street, P.O. Box 303250, Montgomery, Alabama 36130-3250.