

Nebraska Department of Roads Highway Safety Office (NDORHSO)

**Nebraska Child Safety Seat
Inspection Station Application**

Please Type or Print

DATE: _____

APPLICANT/ORGANIZATION: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NO.: _____

PROJECT MANAGER: _____

EMAIL: _____

The purpose of this application is to be recognized as a Nebraska Child Safety Seat Inspection Station. Applicants must be either a political subdivision or 501c3 non-profit organization. Upon recognition as a Nebraska Child Safety Seat Inspection Station, the organization may conduct child safety seat inspections as outlined in the application information. Nebraska Child Safety Seat Inspection Stations are eligible for funding assistance to purchase child restraint systems for **low-income** families.

The applicant/organization must submit the following support documentation with this application:

- 1) Names of staff/volunteers currently certified as Child Passenger Safety Technicians.
- 2) Provide copies of Child Passenger Safety technician certifications with expiration dates.
- 3) Letter of commitment from each Child Passenger Safety Technician indicating their willingness and ability to work at the Inspection Station during the set days and hours of operation.
- 4) Child Safety Seat Inspection Station location including address, building's current use and a description of inclement weather facilities.
- 5) List the area the Child Safety Seat Inspection Station will serve, i.e. counties/cities.
- 6) The Child Safety Seat Inspection Station days and hours of operation per month (6 hours minimum).
- 7) A copy of the Child Safety Seat Inspection Station's policies, including the low-income guidelines, and the criteria for providing new child safety seats to parents/caregivers.
- 8) A current copy of organization's current seat belt policy and drug-free workplace policy.
- 9) A completed National Highway Traffic Safety Administration (NHTSA) Child Safety Seat Inspection form at:
http://www.transportation.nebraska.gov/nohs/pdf/Inspection_Station_Form_%20NHTSA.pdf.

The NDOR Highway Safety Office will review application and support documentation to determine the applicant/organization's eligibility to become a Nebraska Child Safety Seat Inspection Station. After the review process is completed the applicant will receive written notification regarding the approval.

Authorized Signature of Applicant

Date

Type or Print Name

Return completed form to: NDOR Highway Safety Office
5001 South 14th, PO Box 94612
Lincoln, Nebraska 68509-4612

Phone (402) 471-2515
FAX (402) 471-3865

FOR NDORHSO USE ONLY

Approved By: _____

Date: _____