



CENTRAL SERVICES FLEET REQUEST FORM

Department: POLICE Division: UNIFORM PATROL

Approved in Fiscal Year Budget: Y XXX N Capital Project #: N/A

Desc of vehicle/equipment: 2014 DODGE DURANGO
YEAR MAKE MODEL

Additional Body or Apparatus: STANDARD EQUIPMENT

Replacement/Addition*: REPLACEMENT ADDITION
REPLACEMENT ADDITION

Unit Number to be Replaced: 210 Submitted Transfer/Retirement Form: YES

Additional Comments: _____

Non-Standard Options Approvals: _____
CITY MANAGER DATE

Vehicle/Equipment assignment: Unit #: _____ To: _____

Approval of Department Director: [Signature] Date: 8/28/14

Approval of Fleet Department: [Signature] Date: 8/28/14

Approval of Central Services: [Signature] Date: 8/28/14

Upon final completion and obtaining all signatures, copy this form to:

- One copy to permanent Vehicle/Equip file (Motorpool)
- One copy to Requesting department
- One copy to Procurement department
- One copy to Accounting-Fixed Assets

*Asset Retirement/Re-Assignment Form must accompany Vehicle Request Form

↓ FLEET USE ONLY ↓

Base vehicle description: _____

BASE PRICE: _____

Color _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

TOTAL PRICE: _____



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Desc of vehicle/equipment: 2014 DODGE Dwango
YEAR MAKE MODEL

Additional Body or Apparatus: STANDARD EQUIPMENT

Replacement/Addition*: REPLACEMENT ADDITION
REPLACEMENT ADDITION

Unit Number to be Replaced: 252 Submitted Transfer/Retirement Form: YES

Additional Comments: _____

Non-Standard Options Approvals: _____
CITY MANAGER DATE

Vehicle/Equipment assignment: Unit #: _____ To: _____

Approval of Department Director: [Signature] Date: 8/28/14

Approval of Fleet Department: [Signature] Date: 8/28/14

Approval of Central Services: [Signature] Date: 8/28/14

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↓ FLEET USE ONLY ↓

Base vehicle description: _____

BASE PRICE: _____

Color _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

TOTAL PRICE: _____

* Asset Retirement or Transfer Form must accompany this Form



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YEAR MAKE MODEL

Additional Body or Apparatus: STANDARD EQUIPMENT

Replacement/Addition*: REPLACEMENT ADDITION
REPLACEMENT

Unit Number to be Replaced: 209 Submitted Transfer/Retirement Form: YES

Additional Comments: _____

Non-Standard Options Approvals: _____
CITY MANAGER DATE

Vehicle/Equipment assignment: Unit #: _____ To: _____

Approval of Department Director: [Signature] Date: 8/28/14

Approval of Fleet Department: [Signature] Date: 8/28/14

Approval of Central Services: [Signature] Date: 8/28/14

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↓ FLEET USE ONLY ↓

Base vehicle description: _____

BASE PRICE: _____

Color _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

TOTAL PRICE: _____

* Asset Retirement or Transfer Form must accompany this Form



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Desc of vehicle/equipment: 2014 DODGE DURANGO
YEAR MAKE MODEL

Additional Body or Apparatus: STANDARD EQUIPMENT

Replacement/Addition*: REPLACEMENT ADDITION
REPLACEMENT ADDITION

Unit Number to be Replaced: 232 Submitted Transfer/Retirement Form: YES

Additional Comments: _____

Non-Standard Options Approvals: _____
CITY MANAGER DATE

Vehicle/Equipment assignment: Unit #: _____ To: _____

Approval of Department Director: [Signature] Date: 8/28/14
 Approval of Fleet Department: [Signature] Date: 8/28/14
 Approval of Central Services: [Signature] Date: 8/28/14

Upon final completion and obtaining all signatures, copy this form to:

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- One copy to Procurement department
- One copy to Accounting-Fixed Assets

*Asset Retirement/Re-Assignment Form must accompany Vehicle Request Form

↓ FLEET USE ONLY ↓

Base vehicle description: _____

BASE PRICE: _____
 Color _____
 Approved Options _____
 Approved Options _____
 Approved Options _____
 Approved Options _____
 Approved Options _____
 Approved Options _____

TOTAL PRICE: _____

* Asset Retirement or Transfer Form must accompany this Form



CENTRAL SERVICES FLEET REQUEST FORM

Department: POLICE Division: UNIFORM PATROL

Approved in Fiscal Year Budget: Y XXX N Capital Project #: N/A

Desc of vehicle/equipment: 2014 DODGE CHARGER
YEAR MAKE MODEL

Additional Body or Apparatus: STANDARD EQUIPMENT

Replacement/Addition*: REPLACEMENT ADDITION
REPLACEMENT

Unit Number to be Replaced: 239 Submitted Transfer/Retirement Form: YES

Additional Comments: _____

Non-Standard Options Approvals: _____
CITY MANAGER DATE

Vehicle/Equipment assignment: Unit #: _____ To: _____

Approval of Department Director: [Signature] Date: 8/28/14

Approval of Fleet Department: [Signature] Date: 8/28/14

Approval of Central Services: [Signature] Date: 8/28/14

Upon final completion and obtaining all signatures, copy this form to:

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- One copy to Accounting-Fixed Assets

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↓ FLEET USE ONLY ↓

Base vehicle description: _____

BASE PRICE: _____

Color _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

TOTAL PRICE: _____

* Asset Retirement or Transfer Form must accompany this Form



CENTRAL SERVICES FLEET REQUEST FORM

Department: POLICE Division: UNIFORM PATROL

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Desc of vehicle/equipment 2014 DODGE CHARGER
YEAR MAKE MODEL

Additional Body or Apparatus: STANDARD EQUIPMENT

Replacement/Addition*: REPLACEMENT ADDITION
REPLACEMENT

Unit Number to be Replaced: 260 Submitted Transfer/Retirement Form: YES

Additional Comments: _____

Non-Standard Options Approvals: _____
CITY MANAGER DATE

Vehicle/Equipment assignment: Unit #: _____ To: _____

Approval of Department Director: [Signature] Date: 8/28/14

Approval of Fleet Department: [Signature] Date: 8/28/14

Approval of Central Services: [Signature] Date: 8/28/14

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Base vehicle description: _____

BASE PRICE: _____

Color _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

Approved Options _____

TOTAL PRICE: _____

* Asset Retirement or Transfer Form must accompany this Form