

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



CENTRAL SERVICES FLEET RETIREMENT REQUEST FORM

CURRENTLY assigned to: Department: PUBLIC WORKS Division: 4440

FLEET - Unit #: 1814 VIN# or Serial # 1B78C16X215196615 Tag #: #### 14009
(N/A only if off road)

Desc of vehicle/equipment	2001	DODGE	1500 PICKUP
	YEAR	MAKE	MODEL
2001 DODGE 1500 PICKUP	2001	DODGE	1500 PICKUP

Body Style & Description: BODY STYLE (ie. SEDAN, TRUCK, TRACKHOE, ETC

ADDITIONAL DESCRIPTION (ie. COLOR, 2WD/4WD, IDENTIFYING FEATURES, ALIAS INFO, ETC)

Current Odometer/Hourmeter Reading: 210000 MILES OR HOURS

How was Fleet Unit obtained?

x **Direct Purchase** by City (who from? When?)

Donation (from whom and year donation received)

Purchased with **Grant/Donated funds** (from whom & year donation received)

Seized or abandoned asset (case number & date of court order)

Other (explain)

REASON FOR RETIRING:

Mileage too high for continued use in this capacity

X **Mechanical Issues** (if so, list issues) _____

Accident - release to responsible insurance agency

Accident - unable or not cost-effective to repair *estimated repair costs*

Other (explain)

11/20/2014
DATE REQUESTED

Joseph Johnson
DEPARTMENT DIRECTOR (OR DESIGNEE)

MOTOR POOL ASSESSMENT OF FLEET RETIREMENT REQUEST

RETIRE Fleet to 'Reserve Status' at Fleet Maintenance Facility

RE-PURPOSE Fleet Unit to another Department DEPARTMENT DIVISION

SELL Fleet Unit at auction

RELINQUISH to insurance company for settlement proceeds

DONATE to another government or agency

RETURN to Granting agency

TRADE-IN Fleet Unit and purchase Ne

Other (explain) _____

* Asset Retirement or Transfer Form must accompany this Form