

# Fleet Services Division

## New Vehicle Requisition for FY2009-2010

Use this form to request a new vehicle. Please enter contact information, requisition number, and vehicle budget allocation. For most departments, please choose a vehicle class from the drop down menu. Law enforcement customers, please choose a law enforcement vehicle class. For equipment not included in a standard configuration, please note requirements in the space provided.

### Department Contact Information

Name  Phone  Email

Requisition Number  Budgeted Amount for Vehicle

Requested Vehicle Class  Law Enforcement Vehicle Class   XP?

Application (please describe)

Asset does not require special equipment or body modifications,

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Asset is a large truck (over 15,000 lbs GVWR) or heavy equipment

Purchase will need specification development based upon customer requirements. A division representative will contact the requesting agency for an interview.

**Hybrid Vehicle Substitution OK** (compact, intermediate, or SUV compact only)

Not Applicable for the following Reasons

When complete print form and Mail to Dan McCann --PW-Fleet Services or FAX 468-3098

Use Reset Form to clear form for another vehicle change.