

Department: _____

Conf No. _____

Requested By: _____

Speed Code: _____

Dept. Address: _____

Account No: _____

Email Address: _____

Telephone No. _____

Purpose of Trip: _____

DRIVER INFORMATION *(If more than six drivers, attach additional driver information on a separate sheet)*

Name	Training Req.	Name	Training Req.
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No

PASSENGERS

Number: _____ Type: _____

DATE AND TIME VEHICLE WILL BE REQUIRED

Date Out: _____ Time Out: _____
Date In: _____ Time In: _____

Pick-Up Point: Main Campus (North)
 South Campus

Fuel Card: [Supply is based on Distance/Time Away](#)

Keys Only Pick-up will be available the prior business day at 3:00 PM to Vehicle Rentals departing Saturdays/Sundays and Statutory holidays

DESTINATION *(List all major locations)*

TYPE OF ROAD THAT WILL BE TRAVELED

- Well Maintained Gravel roads Paved highway, city, secondary roads
 Poorly Maintained Gravel roads, Forestry & Bush roads, or Field & Off-road
(8Ply to 10Ply Tire Supplied)

TRAILER TOWING

Ball Size: _____ Type of Wiring: _____ Trailer Brakes: Yes No Total Weight: _____

TYPE OF VEHICLE REQUESTED *(Please enter 1 or 2 to indicate first and second choices)*

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> SUV – 5 Passenger | <input type="checkbox"/> 7-Passenger Van | <input type="checkbox"/> ½ Ton Truck Extended Cab | <input type="checkbox"/> ¾ or 1-Ton Truck 4x4 Crew Cab |
| <input type="checkbox"/> SUV – 7/8 Passenger | <input type="checkbox"/> 8-Passenger Van (¾ T) | <input type="checkbox"/> ¾ Ton Truck Extended Cab | <input type="checkbox"/> ¾ Ton Cargo Van |
| <input type="checkbox"/> Compact Sedan | <input type="checkbox"/> 15-Passenger Van (Class 4) | <input type="checkbox"/> ¾ Ton Truck 4x4 Extended Cab | |
| <input type="checkbox"/> Intermediate Sedan | <input type="checkbox"/> Other: _____ | | |

SPECIAL EQUIPMENT: Canopy Hitch Box Length: 6 Foot 8 Foot

If you require a more aggressive tire than is supplied (this will be at the department's expense) please indicate here.

By signing below I acknowledge that all drivers are aware of all University policies and procedures pertaining to the rental and operation of University vehicles as stated in the Vehicle Management and Driver Safety Program Manual.

Authorized by (Research Principal Investigator/Department): _____

Signature _____

Telephone Number: _____