

**2004 Vehicle Request Form**

for

**CARGO VANS, PICKUPS, TRUCKS, BUSES, SUVs AND SPECIAL DESIGN UNITS.**

*Please submit a separate form for each class of vehicle.*

Pre-Owned \_\_\_\_\_ New (2004 Model year) \_\_\_\_\_

DEPARTMENT \_\_\_\_\_ DIVISION \_\_\_\_\_

**2 PASSENGER CARGO VAN**

Mini \_\_\_\_\_ Full \_\_\_\_\_ Extended \_\_\_\_\_

WINDOW REQUIREMENTS: \_\_\_\_\_

DOOR REQUIREMENTS: \_\_\_\_\_

**PICKUP TRUCKS (1 TON AND UNDER)**

SIZE: 1/4 Ton \_\_\_\_\_ 1/2 Ton \_\_\_\_\_ 3/4 Ton (less than 8600 GVWR) \_\_\_\_\_

Ton (8600 – 10,000 GVWR) \_\_\_\_\_ 1 Ton Dual Rear Tires \_\_\_\_\_

CAB: Conventional \_\_\_\_\_ Extended \_\_\_\_\_ Crew \_\_\_\_\_

**CAB/CHASSIS**

CAB: Conventional \_\_\_\_\_ Extended \_\_\_\_\_ Crew \_\_\_\_\_

GVWR: \_\_\_\_\_

**SPORT UTILITY VEHICLES**

SIZE: Compact \_\_\_\_\_ Mid-Size \_\_\_\_\_ Full-Size \_\_\_\_\_

PASSENGER CAPACITY: 6 Passenger \_\_\_\_\_ 8 Passenger \_\_\_\_\_

**MEDIUM DUTY TRUCK**

Front Axle GVWR \_\_\_\_\_ Rear Axle GVWR \_\_\_\_\_

**HEAVY DUTY TRUCK**

Front Axle GVWR \_\_\_\_\_ Rear Axle GVWR \_\_\_\_\_

TRANSMISSION: Automatic \_\_\_\_\_ Manual (no. of speeds) \_\_\_\_\_

TIRES: Highway \_\_\_\_\_ Mud and Snow \_\_\_\_\_ Off Road \_\_\_\_\_

DRIVE TRAIN: Front Wheel Drive \_\_\_\_\_ Rear Wheel Drive \_\_\_\_\_ 4WD \_\_\_\_\_

TOWING PACKAGE: NO \_\_\_\_\_ YES \_\_\_\_\_ & Class Hitch \_\_\_\_\_

OTHER REQUIREMENTS: \_\_\_\_\_

ADDITIONAL REQUIREMENTS for 1-Ton Cube Van, 1 Ton Pickup, Cab/Chassis, or Medium and Heavy-Duty Truck/Tractor:

WHEEL BASE: \_\_\_\_\_ inches CAB TO AXLE \_\_\_\_\_ inches

REAR AXLE: Single \_\_\_\_\_ Tandem \_\_\_\_\_ Two Speed \_\_\_\_\_

TOTAL BOX LENGTH \_\_\_\_\_ inches

BED OR BOX (define requirements including hydraulic lift if needed)

\_\_\_\_\_

SPECIAL EQUIPMENT: Power takeoff \_\_\_\_\_ Winch \_\_\_\_\_ Air Brakes \_\_\_\_\_

Tailgate lift \_\_\_\_\_ Other \_\_\_\_\_

The vehicle class requested above will replace the following numbered official state vehicles:

\_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_;  
\_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_; \_\_\_\_\_;

Requests for new additions to the fleet will be reviewed by the Fleet and Mail Administrator for justification. Funding for additional units assigned to the Department shall originate from sources OTHER THAN the Depreciation Fund. **Department Depreciation funds are for the replacement of existing vehicles only.** License numbers for approved additional vehicles will be assigned by the Fleet and Mail Administrator.

TOTAL NUMBER OF ADDITONS TO THE FLEET REQUESTED \_\_\_\_\_  
(Separate justification must be attached)

TOTAL NUMBER OF ABOVE CLASS OF VEHICLES REQUESTED \_\_\_\_\_

\_\_\_\_\_  
Departmental Authorization

\_\_\_\_\_  
Phone Number