

**UNIVERSITY OF KENTUCKY
CART POLICY EXCEPTION REQUEST**

1. Refer to [Business Procedures Manual Section E-14-3, Golf Carts and Utility Vehicles](#) prior to requesting an exception.
2. Email form to: Treasurer@uky.edu . Alternatively, fax to: (859)257-1050

Date: _____ **Department Name:** _____ **Department #:** _____

Section of E-14-3 for which an Exception to Policy is being requested: _____

Justification for request:

Contact Information:

Requestor (signature): _____ (printed): _____

Email Address: _____ Phone number: _____

Approval(s):

Supervisor (signature): _____ (printed) _____ Date _____

Business Officer (signature): _____ (printed) _____ Date _____
(When required by unit)

RISK MANAGEMENT USE:

Requires further information:

Explanation:

Disposition:

Approved

Approved with the following stipulations:

Date approval expires: _____

Disapproved

Explanation:

Risk Management Signature: _____ Date: _____