



## Vehicle Request

(Complete and email this request to UKPurchasing@uky.edu.)

Description of vehicle use \_\_\_\_\_

\_\_\_\_\_

Options:     Purchase     Lease    From Surplus

Estimated cost \$ \_\_\_\_\_

Source of funding \_\_\_\_\_ Department Number \_\_\_\_\_

Vehicle will be parked at \_\_\_\_\_

Who will be responsible for maintaining records and other administrative duties? \_\_\_\_\_

\_\_\_\_\_

Will you be trading in a vehicle?     Yes (plant asset tag number \_\_\_\_\_ )     No

Is this a E85 flex fuel vehicle?     Yes     No

For more information on E85 standards go to: [www.epa.gov/renewable-fuel-standard-program/e85-fuel](http://www.epa.gov/renewable-fuel-standard-program/e85-fuel)

Department Contact Information \_\_\_\_\_

\_\_\_\_\_

Dean or Director \_\_\_\_\_

Signature

Title

Approval by Area Fiscal Officer \_\_\_\_\_

Signature

Title

Approval by EVP, Provost, or Designee \_\_\_\_\_

Signature

Title