## **VEHICLE STATUS CHANGE FORM**

**INSTRUCTIONS**: This form must be completed and signed by a Department Head or an Authorized Official and approved by the Fleet Manager within 3 working days for <u>ALL</u> actions.

Today's Date:	Department Name:		Department #:
	Vehicle Year:		Vehicle Make & Model;
VIN #: 2B3K A43608H134876 Vehicle #:	2008 Tag #:		Dodge Charger Current Mileage:
1949	53469 T		151848
Primary Drivers Name:			Drivers License #:
Please ✓ the appropriate box and com  DRIVER STATUS CHANGE  Original Driver:  VEHICLE ACCIDENT (Attach  Date of Accident:  VEHICLE SURPLUS  Surplus Date:	Accident Report)	New Driver:	2800 =
Surplus property should of less than \$30000 and Surplus property is in s needed.	d be <u>declared "Surplu</u> l by the Board of Conerviceable condition	as" by the Purchasing Ammissioners for items and can be transferred	Agent for items with an estimated value with an estimated value of \$30000 or more to another department or stored until notice of disposition of junk property
Department Head: (Print Name)		Department Hea	d: (Please Sign)
Fleet Manager: (Please Sign)		Date:	

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Vehicle Year:  Vehicle Year:  Vehicle Make & Model:  Dodge Charger  Current Mileage:  149433  Drivers License #:  Accident Location:  Estimated Value:  2800  Estimated Value:  2800  Section of Sanono or more submated value of \$30000 or more submated value of \$3000
Tag #: 53 458 T Current Mileage: 149 433 Drivers License #:  Ind complete the required information.  NGE  New Driver:
Drivers License #:  Ind complete the required information.  NGE  New Driver:  Accident Location:  Estimated Value:  2800  Should be declared "Surplus" by the Purchasing Agent for items with an estimated value.
Drivers License #:  Ind complete the required information.  NGE  New Driver:  Accident Location:  Estimated Value:  2800  Should be declared "Surplus" by the Purchasing Agent for items with an estimated value
NGE    New Driver:
NGE    New Driver:
New Driver:
Accident Location:
Accident Location:  Estimated Value:  2800  f the Vehicle Condition:  should be declared "Surplus" by the Purchasing Agent for items with an estimated value
Estimated Value: 2800 °C f the Vehicle Condition:
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y and the state of
is in serviceable condition and can be transferred to another department or stored until
considered to be without value. You will receive notice of disposition of junk property ing Agent.
me) Department Head: (Please Sign)
me) Department Head: (Please Sign)
Department Head: (Please Sign)  Date:
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