

Faster MotorPool Approval Form

Business Purpose Summary

Complete the fields below to briefly describe why the rental is needed.

Location Details:

Pick-up Location:

Return Location:

Pick-up Date and Time:

Return Date and Time:

Asset Rental Class: (select one)

18 Passenger Bus

Cargo Van

Sedan

36 Passenger Bus

Large Van

SUV

ADA

Mini Van

Truck

Driver and Passenger:

Driver Name:

Driver Number:

Expiration Date:

Class:

Endorsement

Restrictions:

Department Billing Details

Fund Number:

(only one fund number is allowed)

Other Items for the Driver

- Drivers must complete a profile in the Faster MotorPool system even if a designee is making the reservation.
- Drivers must hold a valid United States driver's license, maintain a valid driving record, and sign and file the [FS-2 – Proper Use of State Vehicle](#) which is retained in the department.
- All rentals require an approval signature. Please submit your request to your department fiscal officer for review and approval before making a Faster MotorPool reservation.

Approval Signatures

Role	Signature	Date
Driver		
Fund Manager		
Department Head (optional)		