



LEECH LAKE BAND OF OJIBWE

*LLBO Fleet Management
06209 Golf Course Rd NW
Cass Lake, Mn. 56633
Phone (218)335-4450
Fax (218)335-4477*

PROGRAM VEHICLE REQUEST OFFICIAL BUSINESS ONLY!

(Vehicles cannot be dispatched without a completed form)

Revised August 2, 2016

VEHICLE PLATE NUMBER _____

Beginning Odometer _____ Ending Odometer _____

Date and Time of use: _____

Date and Time of Return: _____

NOTE: ANY VEHICLE NOT RETURNED BY 9:00 AM WILL BE CHARGED AN EXTRA DAY OF USE

PROGRAM Requesting Vehicle: _____

Type of Vehicle Requested: ____ 15 passenger van \$25.00 per day .25 cents per mile

____ 12 passenger van \$25.00 per day .25 cents per mile

____ 7 passenger van \$20.00 per day .20 cents per mile

Destination: _____

Purpose: _____

Driver(s): _____ # of passengers: _____

Driver License(s) #: _____ Contact #: _____

Authorization:

Program Account #: _____

Division Director Signature: _____

Program Manager Signature: _____

Driver(s) Signature: _____

Fleet Mgmt Signature: _____