Board of Examiners Request for Approval to Purchase a State Vehicle Pursuant to NRS 334.010

Agency Name:	**Budget Account #:**
Contact Name:	**Telephone Number:**

Pursuant to NRS 334.010, agencies must receive prior written consent to purchase State vehicles. This applies to all new and used vehicles. Please provide the following information:

Number of vehicles requested: _____ **Amount of the request:** _____
Is the requested vehicle(s) new or used: _____
Type of vehicle(s) purchasing e.g. compact sedan, intermediate sedan, SUV, pick up, etc.:

Mission of the requested vehicle(s):

Were funds legislatively approved for the request? ☐ **Yes** ☐ **No**	**If yes, please provide the decision unit number:** **If no, please explain how the vehicles will be funded?**

Is the requested vehicle(s) an addition to an existing fleet or replacement vehicle(s):

☐ ____ **Addition(s)** ☐ ____**Replacement(s)**

Does the requested vehicle(s) comply with "Smart Way" or "Smart Way Elite" requirements pursuant to SAM 1308? If not, please explain.

Please Complete for Replacement Vehicles Only: (For type of vehicle, i.e., compact sedan, intermediate sedan, SUV, pick up, etc.) **<u>Current Vehicle Information:</u>** Vehicle #1 Model Year: Odometer Reading: Type of Vehicle: Vehicle #2 Model Year: Odometer Reading: Type of Vehicle: *Please attach an additional sheet if necessary*	Does this request meet the replacement schedule criteria pursuant to SAM 1309? If no, explain why the vehicle is being replaced. If the replacement vehicle is an upgrade to the existing vehicle, explain the need for the upgrade.

APPOINTING AUTHORITY APPROVAL:

Agency Appointing Authority	Title	Date

BOARD OF EXAMINERS' APPROVAL:

☐ Approved for Purchase ☐ Not Approved for Purchase

Board of Examiners	Date

Revised 7/13/10