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 requirements pursuant to SAM 1314? 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 1316? 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 1/2020