

Fleet purchase approval form

1. I have read through the Green Fleet Guidelines and completed the flow chart. Initials: _____
2. This purchase is a:
 - a. net new vehicle (go to question 3)
 - b. replacement vehicle for existing vehicle (go to question 4)
3. If you checked 2a. did you consider the option of sharing an existing vehicle in the fleet pool?
 - a. yes, but there were no suitable vehicles
 - b. no
4. The vehicle being replaced is *(make, model, year)* _____
5. The new chosen vehicle is *(make, model, year)* _____
6. Other options explored: _____

7. Compared to the existing vehicle, the chosen vehicle is:
 - a. significantly more fuel efficient
 - b. less fuel efficient
 - c. the same or only slightly more fuel efficient
 - d. N/A, net new vehicle
8. If 7b. or 7c. were chosen, please provide an explanation about why a more fuel -efficient vehicle was not an option: _____

Signatures