

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

Agency Name:	Budget Account #:					
Contact Name:	Telephone Number:					
<p>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:</p> <p>Number of vehicles requested: _____ Amount of the request: _____</p> <p>Is the requested vehicle(s) new or used: _____</p> <p>Type of vehicle(s) purchasing e.g. compact sedan, intermediate sedan, SUV, pick up, etc.: _____</p> <p>Mission of the requested vehicle(s): _____</p>						
<p>Were funds legislatively approved for the request?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If yes, please provide the decision unit number: _____</p> <p>If no, please explain how the vehicles will be funded? _____</p>					
<p>Is the requested vehicle(s) an addition to an existing fleet or replacement vehicle(s):</p> <p><input type="checkbox"/> _____ Addition(s) <input type="checkbox"/> _____ Replacement(s)</p>						
<p>Does the requested vehicle(s) comply with "Smart Way" or "Smart Way Elite" requirements pursuant to SAM 1314? If not, please explain.</p> <p>_____</p>						
<p>Please Complete for Replacement Vehicles Only: (For type of vehicle, i.e., compact sedan, intermediate sedan, SUV, pick up, etc.)</p> <p><u>Current Vehicle Information:</u> Vehicle #1 Model Year: _____ Odometer Reading: _____ Type of Vehicle: _____</p> <p>Vehicle #2 Model Year: _____ Odometer Reading: _____ Type of Vehicle: _____</p> <p>_____</p> <p><i>Please attach an additional sheet if necessary</i></p>	<p>Does this request meet the replacement schedule criteria pursuant to SAM 1316? If no, explain why the vehicle is being replaced.</p> <p>_____</p> <p>If the replacement vehicle is an upgrade to the existing vehicle, explain the need for the upgrade.</p> <p>_____</p>					
<p>APPOINTING AUTHORITY APPROVAL:</p> <p>_____</p> <table style="width: 100%;"><tr><td style="width: 40%;">Agency Appointing Authority</td><td style="width: 40%;">Title</td><td style="width: 20%;">Date</td></tr></table> <p>_____</p> <p>BOARD OF EXAMINERS' APPROVAL:</p> <p><input type="checkbox"/> Approved for Purchase <input type="checkbox"/> Not Approved for Purchase</p> <p>_____</p> <table style="width: 100%;"><tr><td style="width: 50%;">Board of Examiners</td><td style="width: 50%;">Date</td></tr></table>		Agency Appointing Authority	Title	Date	Board of Examiners	Date
Agency Appointing Authority	Title	Date				
Board of Examiners	Date					