

LRC VICENZA TRANSPORTATION MOTOR POOL, CASERMA EDERLE BLDG#272 REQUEST FOR MOTOR VEHICLE TRANSPORTATION

NOTICE: REQUESTS ARE VALID FOR ONLY ONE VEHICLE AND NOT TO EXCEED 7 DAYS

To be completed by Requestor:

Requestor Name:

Job Title:

Organization/ Section:

ATTN : LRC VICENZA Transportation Motor Pool, BLDG#272 Camp Ederle

Hours : MON-FRI 0800-1600 (closed for lunch 1200-1300)

Dispatch DSN : 637-7815 Comm. 0444-617815

Operation DSN : 637-7819 637-7814 637-7817

Email: usarmy.vicenza.lmcom-europe.list.usag-vicenza-tmp@mail.mil

The requestor is responsible for returning a clean and refueled vehicle to TMP

1. Type of Vehicle Requested:

<p>2. Departure Mon-Fri</p> <p>a. Date <input style="width: 150px; height: 25px;" type="text"/></p> <p>b. Time <input style="width: 150px; height: 25px;" type="text"/></p>	<p>3. Return Mon-Fri</p> <p>a. Date <input style="width: 150px; height: 25px;" type="text"/></p> <p>b. Time <input style="width: 150px; height: 25px;" type="text"/></p>
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<p>4. Origin (installation, bldg. #)</p> <input style="width: 95%; height: 30px;" type="text"/>	<p>5. Destination (location, installation)</p> <input style="width: 95%; height: 30px;" type="text"/>
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6. TMP Driver (IF REQUIRED BLOCK C,D,E MUST BE COMPLETED) The Senior Occupant is responsible for proper use, care and safeguard of government property IAW AR 600-55 and AR 710-2

<input type="checkbox"/>	a. Not Required	c. Location <input style="width: 200px;" type="text"/>	d. At time (HH:MM) <input style="width: 100px;" type="text"/>
<input type="checkbox"/>	b. Required APPROVAL FROM UNIT RESOURCE MANAGEMENT (RMO)	e. Signature <input style="width: 500px;" type="text"/>	

7. Point of contact (POC / NCOIC for the mission)

a. Name and rank <input style="width: 380px;" type="text"/>	b. DSN <input style="width: 150px;" type="text"/>
*request for forklift: POC has to provide a ground guide to escort MHE from/to TMP Yard	
c. Cell <input style="width: 150px;" type="text"/>	

8. Justification Include all pertinent information for the vehicle which will allow TMP to prioritize this request

8a GENERAL PURPOSE OF REQUEST: TDY Training or long distance more than 50 km Local area within 50 km daily

9. Authorization Unit Transportation Coordinator (UTC) - appointed by Unit Commander in accordance with AE 58-1:

a. Name and rank <input style="width: 360px;" type="text"/>	b. Date <input style="width: 160px;" type="text"/>	c. Signature <input style="width: 380px;" type="text"/>
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UTC certify that this request is either for official use IAW AR & AER 58-1 or the appropriate clarification has been requested from staff judge advocate (SJA) and the required approval will be provided to TMP NLT 24 HRS

Drivers must present a valid OF 346 or equivalent Government vehicle license at time of pickup.

Transportation Motor Pool Use Only	Received	
Approval	Government vehicle is	LRC VICENZA Transportation Motor Pool, BLDG#272
<input type="checkbox"/> Approved	<input type="checkbox"/> Available	<input style="width: 100%; height: 20px;" type="text"/>
<input type="checkbox"/> Disapproved	<input type="checkbox"/> Not available	Date: <input style="width: 100%; height: 20px;" type="text"/>

Signature:

Vehicle number:

Additional Remarks:

BILLING INFORMATION:

Daily rate (\$) X	<input style="width: 100%;" type="text"/>	X Days used	<input style="width: 100%;" type="text"/>	Daily Rate Total	<input style="width: 100%;" type="text"/>	
Mileage rate (\$)	<input style="width: 100%;" type="text"/>	X Miles used	<input style="width: 100%;" type="text"/>	Mileage Rate Total	<input style="width: 100%;" type="text"/>	
					Total cost (\$)	<input style="width: 100%;" type="text"/>

