

**UNIVERSITY OF WISCONSIN - MADISON  
DIVISION OF RECREATIONAL SPORTS - CLUB SPORTS  
VEHICLE REQUEST FORM**

**Date:** \_\_\_\_\_

**Club:** \_\_\_\_\_

**Authorized Drivers\* (one per vehicle) and phone number:**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

**Number of vehicle(s) requested:** \_\_\_\_\_

**Type of vehicle(s) desired:**

1<sup>st</sup> choice:  4 passenger wagon     8 passenger wagon     Mini-van

2<sup>nd</sup> choice:  4 passenger wagon     8 passenger wagon     Mini-van

**Number of people traveling:** \_\_\_\_\_

**Destination:** \_\_\_\_\_

**Date picking up vehicle(s):** \_\_\_\_\_

**Date returning vehicle(s):** \_\_\_\_\_

**Estimated time of pick up\*\*:** \_\_\_\_\_

**Estimated time of drop off:** \_\_\_\_\_

\* All drivers must be either on University or State of Wisconsin payroll, or a student or volunteer who has received authorization to drive from Risk Management. Reservations cannot be made for unauthorized drivers.

\*\*There is a two hour grace period for picking up vehicles at the Car Fleet office (10 N. Murray St.). Vehicles may be signed out at the UW Police station during non-business hours. Call Car Fleet (262-1307) to make special arrangements.

**Office Use:** RCD: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

CONF \_\_\_\_\_

WL \_\_\_\_\_