



## DISPLAY VEHICLE REQUEST FORM

Form must be completed and submitted to umdehs@umd.umich.edu ten (10) days prior to the event.

NOTICE TO EXHIBITOR: BEFORE YOUR VEHICLE IS ALLOWED INSIDE OR PARKED NEAR THE BUILDING FOR DISPLAY IT MUST MEET THE FOLLOWING CRITERIA:

1. The gas cap or fuel-filling door must be the locking type.
2. The fuel gage must indicate 1/8 of a tank or less.
3. The battery is disconnected with the cable arms and ends to be wrapped in tape.
4. Auto drip pan or equivalent is under vehicle.
5. Completed Vehicle Request Form must be approved 3 days prior to arrival of vehicle.
6. VEHICLES ARE NOT PERMITTED TO RUN INSIDE OF THE BUILDING.

Please ensure your vehicle meets all criteria as stated. If you do not meet the criteria above the vehicle will not be allowed around or in the facility for display. Thank you for your cooperation towards our effort in providing a safe environment.

### TO BE COMPLETED BY EXHIBITOR:

Display Date from \_\_\_\_\_ to \_\_\_\_\_ Area of display: \_\_\_\_\_

University Sponsor of the Display: \_\_\_\_\_  
(name) (department) (phone number)

### VEHICLE INFORMATION

Car \_\_\_ Truck \_\_\_ SUV \_\_\_ Van \_\_\_ Other \_\_\_  
 Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Color \_\_\_\_\_  
 Is this a Hybrid Vehicle \_\_\_\_\_ Electric Vehicle \_\_\_\_\_  
 Number of doors \_\_\_\_\_  
 Vehicle Identification Number (VIN) \_\_\_\_\_ Plate # \_\_\_\_\_

Owner's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Vehicle keys location: \_\_\_\_\_

### CONTACT INFORMATION: (IN THE EVENT OF AN EMERGENCY – 24 HOUR CONTACT)

Name \_\_\_\_\_ Title \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Cell Number \_\_\_\_\_ Other Number \_\_\_\_\_

For questions contact Environmental Health and Safety at (313) 593-5061.

### **PROGRAM COORDINATOR/OR UNIVERSITY FIRE INSPECTOR (to be completed by University official)**

Vehicle inspected date: \_\_\_\_\_ Inspected By: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### CHECK LIST INFORMATION

All pertinent information listed above correct?	YES ___	NO ___
Fuel gage indicated 1/8 of a tank?	YES ___	NO ___
Fuel cap or filling door locked?	YES ___	NO ___
Battery is disconnected with cable ends and arms wrapped in tape?	YES ___	NO ___
Auto pan or equivalent is place under said vehicle for any leakage that may occur?	YES ___	NO ___
Are keys accessible for emergencies?	YES ___	NO ___
Is vehicle locked?	YES ___	NO ___

### Program Coordinator Responsible for Distribution:

Distribution: Police Department \_\_\_ Facilities Operations \_\_\_ Special Events Manager \_\_\_ University Fire Inspector \_\_\_ EHS \_\_\_