



Vance County Schools

Vehicle Use Permission

Check the Vehicle to Reserve: Ford Taurus Dodge Van

Name:

Department:

Driver License #:

State:

Professional Leave #:

Date & Time of Departure:

Date & Time of Return:

Signing Vehicle Out

Beginning Mileage:

Appearance:

Gas Tank:

AAA Roadside Assistance Card - Date Received:

Signature: _____

Date: _____

Witness: _____

Date: _____

Signing Vehicle In

Before returning to Central Office, vehicle must be filled with gas at Maintenance Department and be returned in clean condition.

Date & Time Returned:

AAA Roadside Assistance Card - Date Returned:

Ending Mileage:

Appearance:

Gas Tank:

Signature: _____

Date: _____

Witness: _____

Date: _____