HUSKY MOTORS

VEHICLE REQUEST FORM

For REGISTERED STUDENT ORGANIZATIONS

University vehicles may be requested for use by a registered student organization when traveling to an official event. An organization may request a vehicle online by going to http://www.mtu.edu/facilities/husky-motors/rentals/student-request/. Please read the Policies and Procedures link carefully. Failure to abide by these rules may result in the loss of the privilege of using University vehicles in the future.

Before the reservation is confirmed, the organization must submit this request 7 days in advance through Student Activities for approval. The approved form will be sent to Husky Motors prior to travel. For other questions about your reservation, call Husky Motors at 487-2700.

ORGANIZATION: _______________________________________________________

DRIVER #1 – NAME: ___________________________________________________

STUDENT M#: ___________________ DRIVER LICENSE #: _____________________________

DRIVER #2 – NAME: ___________________________________________________

STUDENT M#: ___________________ DRIVER LICENSE #: _____________________________

DESTINATION: _______________________________________________________

REQUESTED DATE: ___________________ RETURN DATE: _________________________

PURPOSE FOR REQUEST: ________________________________________________

TYPE OF VEHICLE REQUESTED: ___________________ VAN CERTIFIED? Y N

Van certification is required for 12 or 15 passenger vans (see above website).

Method of Billing:

Bill organization directly: ☐
Name: ____________________________
Email/phone: _________________________________
Address: _________________________________
City, State, Zip: _________________________________

Charge University account: ☐ Account number: ____________________________

Registered student organizations that are funded by the USG or a departmental account may request the use of a fuel card through Husky Motors (organizations billed directly not eligible). All receipts for the purchase of fuel with the Husky Motor fuel credit cards must be turned in with the motor vehicle log. Limited availability - charges will be added onto the vehicle rental cost.

APPROVED: ____________________________________________________________

Coordinator of Registered Student Organizations Date