

Request to use Biology 12 - Passenger Van

Name: _____ NMU Financial Account Number: _____

Date and time to pick up the key: _____

Date and time to return the key: _____

Department /Research Lab/Organization: _____

Purpose/Destination: _____

Driver's License Number (must be 21 or older): _____

Cell Phone No. : _____ Office phone No.: _____

Mileage start: _____ Mileage end: _____

Note: Gas tank in the vehicle is full when picking up. Please return it in full as well.

Signature _____

- Biology classes and student trips have priority. Requests from research labs or other departments will be considered if the vehicle is not needed by the Biology Department.
- Fee to use the Biology Department van is \$75/day. Fee for miles over 200 miles per day is 20 cents/mile.