



**Executive Order (EO) S-14-09 – State Fleet Reduction
Exemption Request to Order or Purchase a New Vehicle for Non-Emergency Use**

Date: _____

Agency: _____

Primary Contact: _____

Address: _____

Address: _____

City, State & Zip Code: _____

Telephone: _____

Email: _____

Per EO S-14-09, departments are immediately prohibited from ordering or purchasing any new vehicles for non-emergency use. Exemptions will only be considered in instances that meet one or more of the following criteria; please specify which criteria your request meets:

- The purchase is necessary to protect the health and safety or security of the public;
- The purchase is necessary to provide critical services and functions;
- A significant portion of the purchase will be made with stimulus funding;
- The purchase will result in significant cost savings.

Explanation and Justification of the Exemption Request (please use additional sheets if necessary):

Approved:

Department Director

Date

DGS Director

Date

Attachment C