



CALIFORNIA STATE UNIVERSITY, STANISLAUS

University Police
(209) 667 - 3114 (209) 667 - 3104



Shuttle Cart Reservation Request
(7-Passenger Cart)

MUST BE TURNED IN TWO WEEKS IN ADVANCE OF EVENT

EVENT INFORMATION:

Event Date: _____

Time Carts Needed: _____

Cart Driver(s): _____

Event Description: _____

THE UNIVERSITY POLICE DOES NOT PROVIDE DRIVERS. CARTS MUST REMAIN ON ROADWAYS, PARKING LOTS AND MAIN EAST/WEST SIDEWALKS. YOU MUST DRIVE AT A SPEED THAT IS SAFE FOR THE CURRENT CONDITIONS AND WHICH DOES NOT ENDANGER THE SAFETY OF PERSONS OR PROPERTY.

FEES/BILLING INFORMATION

- \$25.00 per hour or fraction of an hour per cart.
- Drivers must have completed defensive driving and small cart training.
- Minimum billing is 1 hour/\$25.00.
- Cart use is logged from the time the cart(s) are picked up, until the cart(s) are returned to the University Police.
- Acct. #: _____ # of Carts: _____ # of Hours: _____ Total: \$ _____

CONTACT INFORMATION:

By signing below you acknowledge that you understand your responsibility for the safe operation of the cart(s) and will be held responsible for any damage.

Requesting Department: _____

Contact Person: _____ Ext: _____

Authorized Signature: _____
Signature Required

PLEASE RETURN THIS COMPLETED FORM TO THE UNIVERSITY POLICE OR FAX 667-3104