



Dallas County

Fleet Operations

Vehicle Justification Form

Section A: Department Information

Department Name:

Assigned Driver Contact Information

Full Name:

Job Title:

Email:

Phone:

Section B: Vehicle Information

Assigned Unit Number:

License Plate Number:

Make:

Model:

Estimated Mileage (round trip) to and from parking location to office:

Vehicle Address Location:

Phone Number:

Other Dallas County Location: Remote: Home: Other:

(Please check one of the above – feel free to contact Fleet with any questions)

Section C: Justification

Justification:

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Section D: Approval

Department Head Printed Name	Department Head Approval Signature/Date
Assigned Driver Printed Name	Assigned Driver Signature/Date
Remote Authorization Printed Name	Remote Authorization Signature/Date

*All remote parking must be approved by the department director and turned in to
Fleet Operations Manager for the recording of vehicle storage.*