

PWCJAXINST 11240.1A
12 Aug 1998

REQUEST FOR "C" POOL RENTAL VEHICLE

(Command Letterhead)

From: Commanding Officer,
To: Commanding Officer, Navy Public Works Center Jacksonville (Code
700)

Subj: REQUEST FOR "C" POOL RENTAL VEHICLE

Ref: (a) PWCJAXINST 11240.1A

1. Type of vehicle requested:

Sedan _____ Other type of Vehicle _____

Trucks

Pickup ½ ton _____ REMARKS OR SPECIAL INSTRUCTIONS _____

Compact _____

6 Passenger (crew cab) _____

Vans/Carryalls

8 Passenger _____ 12 Passenger _____ 15 Passenger _____ Cargo _____

Stake Trucks _____ Bus _____ Tractor/trailer _____

2. Period or rental: From: _____ To: _____
(Date/Time) (Date/Time)

3. PWC Activity Code: _____ PWC Job Order # _____
(This is not your UIC or internal command code.)

4. Point of contact: _____ Telephone: _____

5. Out of Bounds approval: _____
(Requesting Activity) (PWC JAX Approval)

*SIGNATURE

*Should be someone authorized to commit funds.

Note: "C" pool vehicles will not be utilized on a long-term basis to
augment full time Class "B" assignments.