

NOTE: Please fill in requested information as completely as possible. Place an (X) in the correct feature/description. MANDATORY fields are indicated by (\*) asterisks.

## MIDLANT BSVE MOTOR VEHICLE DESCRIPTION AND VEHICLE CHECKLIST

**Vehicle Tag \*** \_\_\_\_\_ **Location/Site \*** \_\_\_\_\_  
**IO# \*** \_\_\_\_\_ **EC \*** \_\_\_\_\_ **Leased/Owned/Non Owned \*** \_\_\_\_\_  
**Odometer Reading \*** \_\_\_\_\_ **Hours** \_\_\_\_\_ **Acquisition Cost \*** \_\_\_\_\_  
**Manufacturer \*** \_\_\_\_\_ **Model \*** \_\_\_\_\_  
**Year Mfg. \*** \_\_\_\_\_ **VIN \*** \_\_\_\_\_  
**Pass Cap** \_\_\_\_\_ **Trans (Man/Auto)** \_\_\_\_\_ **# Doors** \_\_\_\_\_  
**Color (Ext \*/Int)** \_\_\_\_\_ / \_\_\_\_\_ **Fuel Type \*** \_\_\_\_\_ **Fuel Cap** \_\_\_\_\_ **Cylinders** \_\_\_\_\_  
**#Axles** \_\_\_\_\_ **Pickup Bed (narrow/wide)** \_\_\_\_\_ **Bed Length** \_\_\_\_\_ **GVWR \*** \_\_\_\_\_  
**Body Style/Description** \_\_\_\_\_  
**Installation Date** \_\_\_\_\_ **Acquisition Date \*** \_\_\_\_\_ **In-Service Date \*** \_\_\_\_\_  
**Purchase Price:** \_\_\_\_\_ **Warranty Expiration Date/Miles:** \_\_\_\_\_ / \_\_\_\_\_  
**Warranty Expiration Date/Miles:** \_\_\_\_\_ / \_\_\_\_\_ **MSA**  Yes  No  
**Owning Activity \*** \_\_\_\_\_ **UIC** \_\_\_\_\_  
**Activity POC** \_\_\_\_\_ **POC Work Phone ONLY** \_\_\_\_\_  
**Secondary POC** \_\_\_\_\_ **POC Purchase Price:** \_\_\_\_\_  
 GSA  Agency Owned  Long Term Commercial Lease  Short Term Rental  
**Operational Status:**  Oper  Decom  Pend  Other : \_\_\_\_\_  
**Exemption ID \*** \_\_\_\_\_ **Location Code \*** \_\_\_\_\_ **Location Zip \*** \_\_\_\_\_ **WC** \_\_\_\_\_

**Vehicle Specifications:**

Purchase Contract Number:	RPN:
Engine Type:	Engine Serial Number:
Number of Cylinders:	Engine Size:
Battery Size (amp):	Transmission Type:
Auxiliary Engine Type:	Aux. Eng. Serial Number:
Aux. Eng. Power:	Aux. Eng. Cylinders:
Tire Size, Front:	Tire Size, Rear:
Ignition Code:	Lease Contract Number:

**Please check/list any special features and accessories:**

<input type="checkbox"/> 4x4	<input type="checkbox"/> AWD	<input type="checkbox"/> Dual Wheels	<input type="checkbox"/> Power Locks
<input type="checkbox"/> 4x6	<input type="checkbox"/> Extended Cab	<input type="checkbox"/> Towing Package	<input type="checkbox"/> Power Windows
<input type="checkbox"/> 6x6	<input type="checkbox"/> Crew Cab	<input type="checkbox"/> Utility Body	<input type="checkbox"/> Tire Chains

**Please check/describe vehicle condition:**

<input type="checkbox"/> A/C Inoperable	<input type="checkbox"/> Electrical Problems	<input type="checkbox"/> Headlights Inoperable	<input type="checkbox"/> Starter Bad-Won't Start
<input type="checkbox"/> Battery(s) Dead/Missing	<input type="checkbox"/> Exhaust System Problem	<input type="checkbox"/> Keys Missing	<input type="checkbox"/> Speedometer Inoperable
<input type="checkbox"/> Body Damage, Rust	<input type="checkbox"/> Fire Damage	<input type="checkbox"/> Parking Lights Inoperable	<input type="checkbox"/> Suspension Problems
<input type="checkbox"/> Brakes Worn	<input type="checkbox"/> Flood Damage	<input type="checkbox"/> Mechanical Problems	<input type="checkbox"/> Transmission Leak
<input type="checkbox"/> Dents, Minor	<input type="checkbox"/> Fuel Gauge Inoperable	<input type="checkbox"/> Minor Scratches	<input type="checkbox"/> Trans. Repairs Req.
<input type="checkbox"/> Engine Part(s) Required	<input type="checkbox"/> Interior Damaged	<input type="checkbox"/> Odometer Inoperable	<input type="checkbox"/> Visual Blemishes
<input type="checkbox"/> Engine Repairs Req.	<input type="checkbox"/> Hazard Lights Inoperable	<input type="checkbox"/> Oil Leaks	<input type="checkbox"/> Windshield Cracked
<input type="checkbox"/> Engine Smoke	<input type="checkbox"/> Horn Inoperable	<input type="checkbox"/> Radiator Leak	<input type="checkbox"/> Wipers Inoperable
<input type="checkbox"/> Axel Damage	<input type="checkbox"/> Frame Damage	<input type="checkbox"/> Tires(condition)	

**Please Check Appropriate Condition Code:**

- \_\_\_ Code 1 = Excellent                      \_\_\_ Code S = Scrap (Major mechanical or accidents repairs required.)  
 \_\_\_ Code 4 = Usable                            \_\_\_ Code X = Salvage (Not to be "Titled" for highway use.)  
 \_\_\_ Code 7 = Repairable (Mechanical and/or accident repairs required)

Data Recorded By: \_\_\_\_\_ Date: \_\_\_\_\_