

## MOTOR EQUIPMENT UTILIZATION RECORD

DATE (YYMMDD) <b>7/20/02</b>	TYPE OF EQUIPMENT <b>90 Dodge Caravan</b>	REGISTRATION NO./SERIAL NO. <b>2B4FK4539LR510451 DB-671</b>	ADMINISTRATION NO. <b>5002 gas card #</b>			
ORGANIZATION NAME	ACTION	TIME	MILES	HOURS	FUEL <b>18 gal</b>	OIL <b>2 qt.</b>
1ST OPERATOR (Last Name, First, M.I.) <b>x SPECHT Robert J</b>	IN		<b>42360</b>		REPORT TO (Last Name, First, M.I.) <b>Dorothy Gordon</b>	
OPERATOR'S SIGNATURE <i>[Signature]</i>	OUT		<b>42318</b>		DISPATCHER'S SIGNATURE <i>[Signature]</i>	
	TOTAL		<b>42</b>			
2D OPERATOR (Last Name, First, M.I.)	IN				REPORT TO (Last Name, First, M.I.)	
OPERATOR'S SIGNATURE	OUT				DISPATCHER'S SIGNATURE	
	TOTAL					
3D OPERATOR (Last Name, First, M.I.)	IN				REPORT TO (Last Name, First, M.I.)	
OPERATOR'S SIGNATURE	OUT				DISPATCHER'S SIGNATURE	
	TOTAL					
4TH OPERATOR (Last Name, First, M.I.)	IN				REPORT TO (Last Name, First, M.I.)	
OPERATOR'S SIGNATURE	OUT				DISPATCHER'S SIGNATURE	
	TOTAL					
DESTINATION	TIME		RELEASED BY (Signature)	REMARKS		
	ARRIVE	DEPART				
FROM 1. Fort Monmouth <sup>1010</sup>	0800	0900				
TO 2. Myers Center	0910	0915				
TO 3. DOL-277	0920	0925				
TO 4. Bldg. 1010	1000					
TO 5.						
TO 6.						
TO 7.						
TO 8.	This vehicle is being turned in for 100% inspection to include all fluid changes and tires rotated. See inspection check list.					
TO 9.						
TO 10.						
TO 11.						
TO 12.						
TO 13.						
TO 14.						
TO 15.						
TO 16.						

### MOTOR EQUIPMENT UTILIZATION RECORD

DATE (YYMMDD) <b>7/15/02</b>	TYPE OF EQUIPMENT <b>90 Dodge Caravan</b>	REGISTRATION NO./SERIAL NO. <b>2B4FK4539LR510451 DB-671</b>	ADMINISTRATION NO. <b>5002 gas card #</b>				
ORGANIZATION NAME		ACTION	TIME	MILES	HOURS	FUEL	OIL
1ST OPERATOR (Last Name, First, M.I.) <b>Specht Robert J</b> OPERATOR'S SIGNATURE <i>[Signature]</i>		IN		<b>42,318</b>		<b>12 gal</b>	
		OUT		<b>42,218</b>			
		TOTAL		<b>100</b>			
2D OPERATOR (Last Name, First, M.I.)  OPERATOR'S SIGNATURE		IN				DISPATCHER'S SIGNATURE <b>From Bayonne</b>	REPORT TO (Last Name, First, M.I.)
		OUT					
		TOTAL					
3D OPERATOR (Last Name, First, M.I.)  OPERATOR'S SIGNATURE		IN				DISPATCHER'S SIGNATURE <b>Received from Bayonne</b>	REPORT TO (Last Name, First, M.I.) <b>Dorothy Gordon</b>
		OUT					
		TOTAL					
4TH OPERATOR (Last Name, First, M.I.)  OPERATOR'S SIGNATURE		IN				DISPATCHER'S SIGNATURE <b>Dorothy Dawn</b>	REPORT TO (Last Name, First, M.I.)
		OUT					
		TOTAL					

DESTINATION	TIME		RELEASED BY (Signature)	REMARKS
	ARRIVE	DEPART		
FROM 1. Bayonne, N.J.		1000		
TO 2. Fort Monmouth	1200			
TO 3.				
TO 4.				
TO 5.				
TO 6.				
TO 7.	This Vehicle was picked up from Bayonne at 1000 hours, and the following items were noticed, Broken Mirror, No spare Tire, Windshield had a crack			
TO 8.				
TO 9.				
TO 10.				
TO 11.				
TO 12.				
TO 13.				
TO 14.				
TO 15.				
TO 16.				

July 30 02

VEHICLE MAINTENANCE HISTORY  
90 Dodge Caravan 2B4FK4539LR510451

Operation Inspection List (to be completed at every  
mileage maintenance inspection)

	<u>DATE</u>
Accident Damage	<input checked="" type="checkbox"/>
Other Damage	<input checked="" type="checkbox"/>
Leaks	<input checked="" type="checkbox"/>
Tires, Tracks wheel	<input checked="" type="checkbox"/>
Fuel, oil, coolant	<input checked="" type="checkbox"/>
Battery	<input checked="" type="checkbox"/>
Horn, Safety Devices	<input checked="" type="checkbox"/>
Lights, Reflectors Glass	<input checked="" type="checkbox"/>
Instruments	<input checked="" type="checkbox"/>
Windshield wipers	<input checked="" type="checkbox"/>
Communication equipment	<input checked="" type="checkbox"/>
Cargo, mounted equipment	<input checked="" type="checkbox"/>
Steering	<input checked="" type="checkbox"/>
Belts/pulleys	<input checked="" type="checkbox"/>
Brakes	<input checked="" type="checkbox"/>
Power unit/engine	<input checked="" type="checkbox"/>
Accident Report Form	<input checked="" type="checkbox"/>

This vehicle ~~be~~ <sup>will not</sup> be dispatched, until the  
following inspection checklist will  
be completed. Please call Dorothy at  
x24622

SCHEDULED MAINTENANCE PER MILEAGE OF VEHICLE

5000

Rotate tires

Lubricate steering linkage  
suspension

drive shaft U-joint if equipped  
with grease fittings

Inspect exhaust system for leaks  
damage or loose parts

Remove any foreign material trapped  
by exhaust system shielding.

Lubricate rear drive shaft double cardan joint centering  
ball

10,000

Change engine oil

Replace oil filter

15,000

Change engine oil

Replace Oil filter

Inspect engine cooling system,  
hoses, and clamps

Rotate tires

Inspect and lubricate automatic  
transmission shift leakage

Lubricate steering linkage  
suspension

Drive shaft U-joint is equipped  
with grease fittings

Inspect exhaust system for leaks,  
damage or loose parts

Remove any foreign material trapped  
by exhaust system

Lubricate rear drive shaft double  
cardan joint centering ball.

20,000

Change engine oil

Replace oil filter

25,000

Change engine oil

Replace oil filter

Inspect engine cooling system,  
hoses, and clamps







Drive shaft U-joint if equipped  
with grease fittings

Inspect exhaust system for leaks,  
damage to loose parts

Remove any foreign material trapped  
by exhaust system shielding

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