



FLEET MANAGEMENT SERVICES



STUDED TIRES AUTHORIZATION FORM

Please complete this form and fax it to: 802-828-3886 or email it to your designated Fleet management Services (FMS) service technician – email address provided below. A form must be completed for each vehicle which you request to install studded tires. Upon approval from FMS, you may proceed with the tire purchase and install.

- **Name:**
- **Agency:**
- **Plate Number:**
- **Phone:**
- **Reason for request:**
- **Date:**
- **Department:**
- **Last 7 of VIN:**
- **Email:**

AGREEMENT

- Assume the cost for the purchase and installation of the studded tires.
- Transport the off-season tires to FMS in Montpelier for inventory and storage.
- Label the off-season tires with the unit and plate number of the vehicle.
- Ensure the studded tires are removed from the vehicle by April 1st of each year.

APPROVALS

Agency Appointing Authority or Designee

Date

Fleet Management Services

Date

SERVICE TECHNICIAN CONTACT INFO

- Chuck Pilette: chuck.pilette@vermont.gov – 802-828-3744
- Keith Lance: keith.lance@vermont.gov – 802-828-5633
- Andy Cruickshank: andy.cruickshank@vermont.gov – 802-828-3748