

**University of Alabama at Birmingham  
Vehicle Purchase Approval Form**

The Energy Policy Act of 1992 requires that 75% of new fleet acquisitions be alternative fuel or flex fuel (E85/Gasoline) vehicles. It is the intent of the University to purchase alternative or flex fueled (E85/Gasoline) vehicles whenever practical.

Approval authority for automobile purchases has been delegated to the Associate Vice President for Business Services to ensure compliance with the Energy Policy Act of 1992.

Description of Intended Business Use of New Vehicle

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Type of Vehicle Requested for Purchase

Make/Model \_\_\_\_\_

Alternative Fueled / Flex Fueled

Traditional Fueled (subject to \$2,000 surcharge, see below)

Applicant Name \_\_\_\_\_

Department \_\_\_\_\_ Phone \_\_\_\_\_

Account Number \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Dept. Head/Dean \_\_\_\_\_ Date \_\_\_\_\_

Approved, AVP Business Services \_\_\_\_\_ Date \_\_\_\_\_

Business Services maintains the Approved List of Alternative and Flex-Fuel Vehicles for University Purchase listing to assist departments with choosing a vehicle for purchase. Currently, hybrid vehicles do not qualify as alternative fuel vehicles for purposes of compliance and may be subject to the surcharge described below. Traditionally fueled vehicles may only be purchased if either:

- 1) The increased cost or increased delivery time for the recommended alternative or flex fuel vehicle would negatively impact operations
- 2) No alternative or flex fuel vehicle exists within the vehicle type and class needed for intended business use.

**Departments that are approved to purchase a traditionally fueled vehicle are subject to a \$2,000 surcharge, which is used to assist other departments in purchasing alternative fuel vehicles, or used by the University to purchase EPA credits to ensure compliance with the Energy Policy Act.**