MEMORANDUM

TO: DRMO ________________________
FROM: ________________________
DATE: ________________________
SUBJECT: Vehicle Data

We request a standard Form 97 to be issued on the following vehicle. Thank you in advance for your prompt attention.

Vehicle Identification Number: ________________________
Year: _______ Make: ______________ Model: ______________
Body Style: ______________ Type Fuel: Diesel No. of Cylinders: __________
Weight (shipping): Unknown GVWR: ______________
Odometer Reading: ______________ Registration: ______________
Agency Transferred to: ______________

POC: 
Tele#

Note: Document #: H9DEB1

Turn In Document # (DTID): ________________________

Attachment: DD Form 1348-1

NOTE:
1. Send to the DRMO in which your Agency was issued the vehicle, along with a copy of the 1348
2. Send Excess Property a copy the 1348 with the 3 Photo’s.