

VEHICLE SHARING CHECKLIST

USDA-MRP

OWNING AGENCY

AGENCY	AGENCY CONTACT NAME AND TELEPHONE NO.	VEHICLE LOCATION
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USING AGENCY

AGENCY	AGENCY CONTACT NAME AND TELEPHONE NO.	VEHICLE LOCATION
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DATES REQUESTED	DATES USED
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TAG NUMBER	VEHICLE NUMBER	MAKE AND MODEL
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MILEAGE BEFORE LOAN	MILEAGE AFTER LOAN	CREDIT CARD NUMBER
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VEHICLE CONDITION

VISUAL INSPECTION	CONDITION BEFORE LOAN <i>("X" applicable description)</i>			CONDITION AFTER LOAN <i>("X" applicable description)</i>		
	GOOD	FAIR	POOR	GOOD	FAIR	POOR
Windows						
Interior						
Paint						
Dents/Scratches						
Tire Tread						
Spare Tire/Jack/Tire Iron						
Other Damage (Describe)						

THE VEHICLE IS EQUIPPED WITH THE FOLLOWING ITEMS WHICH ARE OPERATING PROPERLY *(Please "X")*

LIGHTS

- Headlights
- Brake
- Parking
- Backup

TURN SIGNALS

- Left
- Right
- Emergency Flashers

WINDSHIELD WIPERS

AIR CONDITIONER

HORN

HEATER/DEFROSTER

SEAT BELTS

- Driver
- Passenger

ACCIDENT KIT

EMERGENCY MEDICAL KIT

OTHER *(describe)*

REMARKS

SIGNATURE OF OWNING AGENCY CONTACT	DATE
SIGNATURE OF USING AGENCY CONTACT	DATE