



**ORDINANCE N° 11-5247 C.S.  
Attachment -Procedures for Vehicles**

**Vehicle Use Authorization and Acknowledgement Form**

In consideration for authorization of use of a City of Hammond vehicle as a take-home vehicle, I acknowledge that:

1. I have received, read and understand that I shall comply with the content of the attached City of Hammond Ordinance #11-5247 dated, May 3, 2011.
2. I acknowledge that authorization for use a City vehicle can be suspended or revoked at my Department Head's discretion.
3. I authorize the City of Hammond to deduct from my payroll an amount equal to that prescribed in Ordinance #11-5247 dated, May 3, 2011.

Print Name: \_\_\_\_\_

Employee's Signature: \_\_\_\_\_

Date: \_\_\_\_\_