



## Request for Contractor Use of a Golf Cart

Requesting Department: \_\_\_\_\_ Date: \_\_\_\_\_

Number of Golf Carts to be used: \_\_\_\_\_

Will the Golf Cart(s) be University-owned?  YES  NO

If NO, Proposed Cart Storage Location:

\_\_\_\_\_

Name of Contractor: \_\_\_\_\_ Telephone/Email: \_\_\_\_\_

Proposed Business Use for Golf Cart(s): \_\_\_\_\_

\_\_\_\_\_

Proposed Time Period for Use by Contractor: \_\_\_\_\_

\_\_\_\_\_

**By signing below, we agree to ensure that Contractor and its representatives will be informed of and will abide by the Tulane University Golf Cart Policy and Map. We also confirm that all proposed Golf Cart operators have met/will meet the criteria for authorized operators set forth in the Policy.**

Signature of Requestor: \_\_\_\_\_ Department Head Signature: \_\_\_\_\_

**Golf Carts will only be approved for Departments demonstrating a valid business use.**

This request has been:  **APPROVED**  **DENIED**

\_\_\_\_\_  
VP, Office of Insurance & Risk Management

\_\_\_\_\_  
Date

\_\_\_\_\_  
COO, Chief Operations Officer

\_\_\_\_\_  
Date