

Hasler Lab Fleet Vehicles Information and Policies – Effective FY2025 on 07.01.2024

Hasler Lab has 3 permanent Fleet vehicles, all of which have a trailer hitch:

- 1) Suburban number F1811
- 2) Suburban number F1812
- 3) Minivan number F2230 (use first whenever possible)

CFL is charged a daily rate for these vehicles, 365 days a year whether or not they are used. These vehicles are charged a lower daily rate than short-term vehicles from [UW Fleet](#). CFLers are encouraged to use these vehicles whenever possible. CFL is also charged mileage at 77¢ per mile for Suburbans and 34¢ per mile for the Minivan. CFLers are encouraged to use the minivan whenever possible, especially for longer trips because of the lower mileage rate.

When using a CFL vehicle the funding you enter is charged the daily fee of \$11.20 for the minivan and \$11.90 for a Suburban for each day of your reservation. Even if the reservation is for 30 minutes you will be charged the daily fee. A program will only be charged the day fee once per day per vehicle, even if it has multiple reservations on the same day. Your funding will also be charged mileage at the corresponding rate for the vehicle noted above.

Reservations for CFL vehicles can be made online [HERE](#). Please also review CFL Guidelines for Vehicle Use on the CFL User Guide found [HERE](#).

When reserving a CFL vehicle, please be sure to include FUNDING. This can be project/grant name or project ID (example, LTER or PRJ91VI). If you have questions about funding contact [John Burmaster](#).

There is a clipboard in each vehicle to log mileage. Please include Date, Name, Starting Mileage, Ending Mileage and Project/Funding. Mileage logs are reconciled against the reservation system and used to calculate charges to CFL projects and grants.

Please make sure the vehicle is clean after your trip. Remove all items and clean up any debris that is in the vehicle. We have a Shop-Vac and other cleaning supplies available.

Vehicles can also be rented directly through [UW Fleet](#). This is an option if there are no CFL vehicles available, you need a different type of vehicle, are taking a group trip for an extended period of time, need a dedicated program vehicle for several weeks/months, etc. Please contact [Aaron Nolan](#) if you are unsure if a CFL or UW Fleet vehicle should be used. We prefer to use CFL vehicles whenever possible.

You will need a T-Number associated with your funding to reserve a UW Fleet vehicle. Please contact [John Burmaster](#) to get the T-Number associated with your funding. All charges (day charges and mileage) will be charged to the funding provided.

Contacts for Fleet Vehicles are [Aaron Nolan](#) (specific vehicle info, vehicle availability, reservation system, maintenance, repairs), [John Burmaster](#) (funding) and [Kelly O’Ferrell](#) (reservation system).