



MOTOR POOL USER REGISTRATION FORM

AUTOMATED FLEET MANAGEMENT INFORMATION SYSTEM (AFMIS)

The County self-funds automobile liabilities. Damages and liabilities incurred while a County Motor Pool vehicle is being used are the responsibility of the County department utilizing the vehicle.

Please mark below:

Add New User Edit User Information Delete User

Department Name: _____ Fund Org#: _____

Employee Name: _____ Employee#: _____

Job Title: _____

Work Location: _____

Phone Number: _____ E-mail Address: _____

Employee's Signature

Date

Requesting Department's Management Approval:

Manager's Name (Please Print)

Signature

Date

PLEASE RETURN OR FAX (**WITH A COPY OF COUNTY IDENTIFICATION BADGE**) TO:

ISD/Fleet Services

1104 N. Eastern Avenue, Door 45, Los Angeles, CA 90063

Phone: (323) 881-3919 FAX: (323) 262-4941

Email: ISDFleetSupport@isd.lacounty.gov