WATS Department Truck Rental Information

There are two trucks available for WATS faculty and student research. Both have toppers, tow hitches, and four-wheel drive.

2008 Ford F-250
$.53/mile

2009 Toyota Tacoma
$.53/mile

Reservations
See the reservation calendar to check availability. Please email Daniel (daniel.carolan@usu.edu):

1. Trip date(s)
2. Name(s) of driver(s)
3. Destination(s)
4. Account/index to charge for rental.
**Before Your Trip**

Please request a gas card pin from Motor Pool (435-797-3145 or fleet@usu.edu). As a last resort, the gas card envelope will have Daniel’s pin. You must use a gas station that accepts Fuelman cards. Find a gas station and/or download the Fuelman mobile app: Android Apple

Keys are located in the WATS copy room, NR 212. Room and lockbox codes will be emailed to you upon confirmation of your reservation. Please secure the lockbox and close the copy room door if accessing the room after normal business hours.

Trucks are parked to the east and southeast of Motor Pool in the government vehicle lots on 1400 North between 800 East and 1200 East. There may be some cases where you are asked to pick up a vehicle directly from Motor Pool after maintenance, but otherwise, the vehicles should be in the starred lots.
**On Your Trip**

1. Note odometer beginning and ending mileage. Email those numbers to Daniel after returning.
2. Any accident, however minor, must be reported to local law enforcement. A [vehicle accident report](#) must be filed as soon as possible following the incident.
3. Fill up the gas tank(s) before returning the truck. Gas cards are located in the center console of each truck in plastic sleeves and are to be used for *that particular vehicle only*. The [Motor Pool](#) pumps are open 24/7 and are typically cheaper than the gas stations in town.
4. Return the truck to one of the lots pictured above, unless otherwise instructed (e.g. dropping it off at Motor Pool for maintenance). Leave it in better shape than you found it.
5. Return keys to the lockbox in NR 212.

*Please report any incidents and maintenance needs to Daniel, no matter how minor.*