Plymouth State University

**Purchasing, Disbursements and Contract Services**

17 High Street, MSC 35

Plymouth, NH 03264

(603) 535-2587

**Surplus Vehicle Information Form**

This form must be submitted in conjunction with the Surplus Request Form.

Please complete this form in its entirety and email with photos to the PSU Purchasing Agent – Jen Mike – [jpmike@plymouth.edu](mailto:jpmike@plymouth.edu). Please direct any questions to Jen at 5-2587.

In accordance with USNH policy surplus items will be advertised to USNH departments for a minimum of 14 days before being released to the general public. If deemed appropriate, Purchasing will advertise surplus items to the campus community via PSU FYI. Complete surplus procedures are available at <https://www.plymouth.edu/office/purchasing/surplus-procedures/>.

**Vehicle Information**

Vehicle Make: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Vehicle Model: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

VIN Number: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Mileage: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Engine: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Transmission: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Color: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Asking Price: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Condition: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

\*Please also complete the Surplus Request Form.