

**UNIVERSITY OF KENTUCKY  
CART POLICY EXCEPTION REQUEST**

1. Refer to [Business Procedures Manual Section E-14-3, Golf Carts and Utility Vehicles](#) prior to requesting an exception.
2. Email form to: [Treasurer@uky.edu](mailto:Treasurer@uky.edu) . Alternatively, fax to: (859)257-1050

**Date:** \_\_\_\_\_ **Department Name:** \_\_\_\_\_ **Department #:** \_\_\_\_\_

Section of E-14-3 for which an Exception to Policy is being requested: \_\_\_\_\_

Justification for request:

**Contact Information:**

Requestor (signature): \_\_\_\_\_ (printed): \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone number: \_\_\_\_\_

**Approval(s):**

Supervisor (signature): \_\_\_\_\_ (printed) \_\_\_\_\_ Date \_\_\_\_\_

Business Officer (signature): \_\_\_\_\_ (printed) \_\_\_\_\_ Date \_\_\_\_\_  
(When required by unit)

**RISK MANAGEMENT USE:**

**Requires further information:**

**Explanation:**

**Disposition:**

Approved

Approved with the following stipulations:

Date approval expires: \_\_\_\_\_

Disapproved

Explanation:

Risk Management Signature: \_\_\_\_\_ Date: \_\_\_\_\_