

NEW VEHICLE DELIVERIES & INSPECTIONS

Vehicles are required to be picked up by the agencies within 5 business days of receiving notification of being ready.

If replacing a vehicle, that vehicle is required to be turned in to BVM no later than the time the new unit is received by the agency.

When receiving a new vehicle:

Automotive Officer must be present to fill out and sign the GVSM-87 (Vehicle Inventory Report)

If you are picking up the vehicle for the driver you will need the following information:

- Driver's full name

- Driver's license #

- Driver's Employee ID #

- Full address of parking location when not in use or the driver's home address if vehicle will be parked there

New Vehicle Inspections:

All new vehicles are required to be delivered to 2221 Forster Street, Harrisburg, PA 17105

Unless approved by BVM – Chief of Operations