



# BACK-UP REQUEST FORM

Request for FSP Back-up Service. If your vehicle is out of service due to damage and/or mechanical failure, complete and fax this form both to CHP and MTC SAFE

## FAX TO

MTC SAFE, attn: Kelly Kent 415-778-6663

CHP, attn: Dwyane Potts 707-648-5311

## FROM

Contractor:

Date:

Beat #:

Truck #:

## BACK-UP INFO

Reason for back-up service<sup>1</sup>

A*	B	C	D	E
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*\*You MUST complete a Mechanical Failure Form and fax it to MTC SAFE*

Initial **date** of request

	<b>Time confirmed:</b>		# of days	
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Shift(s) back-up service needed

AM shift	Midday shift	PM shift	AM/PM shifts
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To obtain back-up service, begin by contacting the primary back-up contractor. If the primary back-up contractor is unavailable, contact the secondary back-up contractor. Continue to proceed down the list of back-up contractors until back-up service is obtained. Use the table below to document contractors who were not able to provide back-up service and notify both CHP and MTC SAFE of the back-up contractor whom will be providing back-up service for your beat.

Contractor	Accepted	Rejected	Reason for rejection <sup>2</sup>
1.	<input type="checkbox"/>	<input type="checkbox"/>	A B C D E
2.	<input type="checkbox"/>	<input type="checkbox"/>	A B C D E
3.	<input type="checkbox"/>	<input type="checkbox"/>	A B C D E
4.	<input type="checkbox"/>	<input type="checkbox"/>	A B C D E
5.	<input type="checkbox"/>	<input type="checkbox"/>	A B C D E
6.	<input type="checkbox"/>	<input type="checkbox"/>	A B C D E
7.	<input type="checkbox"/>	<input type="checkbox"/>	A B C D E

### <sup>1</sup> REASON FOR BACK-UP SERVICE

- A- Regular Truck down due to mechanical failure.
- B- Regular truck was involved in an accident
- C- Regular truck has a flat tire
- D- Lack of drivers
- E- Taken out of service by CHP

### <sup>2</sup> REASON FOR REJECTION

- A- Back-up already in use
- B- Back-up down due to mechanical failure
- C- Back-up down due to involvement in an accident
- D- Lack of drivers
- E- Back-up taken out of service by CHP

Submitted by