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**SOUTH DAKOTA FLEET & TRAVEL MANAGEMENT**  
**RULES AND REGULATIONS**

I have read and understand the FTM Policies and Procedures for use of a state-owned vehicle in the FTM POLICY PROCEDURE HANDBOOK FOR ASSIGNED DRIVERS AND POOL VEHICLES. I agree to abide by these policies and procedures.

Please return this to Fleet and Travel Management after it has been signed.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

September 2017