

McCordsville

ESTD  1988

INDIANA

Crew Carwash Fleet Pass Policy of Use

The purpose of this policy is to provide guidelines and describe the process of use regarding Crew Carwash Fleet Pass. Town vehicles should look clean and professional while working within the community. This program will allow the Town's fleet to accomplish this goal while minimizing employee time needed.

How it works

Passholders will be provided with a barcode sticker to be placed on the inside of the lower driver's side corner of town car windshield, with the number facing out¹. The barcode sticker will be assigned to that vehicle's specific VIN number. Administration will be able to see which vehicles and frequency of any vehicles use.

When the vehicle needs to be washed, simply pull into the Crew Carwash driveway pay lanes and a team member will scan the pass; proceed through as normal². Drivers must be aware of the rules for washing, specifically with PD and trucks as to what is and is not allowed due to after market additions to some of the Town's fleet vehicles. Please review Crew Carwashes policies prior to use.

Frequency of use

This is NOT an unlimited club membership. The Town purchases a bulk number of washes, and each use deducts one from the account. Staff will replenish the account once a certain threshold is reached.

Passes should only be used 1-2 times a month unless a vehicle requires additional washes due to work-related circumstances such as a muddy construction site. Pass usage will be monitored by and may be revoked if being misused.

¹ For security purposes, the stickers are very fragile. Once the sticker contacts the window, it cannot be moved/removed.

² Passholders may not use the Unlimited Club lanes.

6280 VAIL ROAD MCCORDSVILLE, IN 46055 | (317) 335-5113 | WWW.MCCORDSVILLE.IN.GOV

CHAD GOODING- DISTRICT 1; GREG BREWER- DISTRICT 2; JOHN PRICE- DISTRICT 3;
SCOTT JONES- AT LARGE; DR. BRYAN BURNEY- AT LARGE; STEPHANIE CRIDER- CLERK TREASURER

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Other Notes

- This pass is not for personal use. If a new sticker is needed, please contact the Town Manager's office for a new pass to be assigned.
- These are basic washes. The goal is to provide clean fleet vehicles. Any upgrades to a wash are outside of the Town's responsibility.
- Truck beds must be empty before use. Crew Carwash is not responsible for damages caused by parts of the vehicle that are loose or previously damaged, non-factory parts or modifications, power antennas, spare tire covers, power running boards, cracked windshields, vehicles 15 years or older, damage caused by driver error or vehicle safety systems.
- In special cases, Business Fleet Account Passes which are laminated on business cards can be provided. If one is needed, notify admin along providing a reason as to why the sticker is not feasible.

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