

If a Vehicle Has Been Loaded Out to Another Agency, Who Submits the Usage Information?

The agency who was originally assigned the vehicle is responsible for submitting the usage information. The agency which it was loaned out to should contact the original agency with the details of the vehicle's usage or enter it themselves after a search of the vehicle under the original agency's business unit number. Any entries submitted by another agency will show up when you look at the Bill Preview (and click on the "Total current usage charges" link) in the Total Current Usage Charges page as the blue highlighted entries.