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STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

P.O. BOX 119, HONOLULU, HAWAII 96810-0119

AMD.16.0008

March 2, 2016

COMPTROLLER'S MEMORANDUM NO. 2016-03

TO: All Department Heads
FROM: Douglas Murdock, Comptroller
SUBJECT: Motor Vehicle Permit

In accordance with Section 105-2, (4) H.R.S., state officials and employees are to submit their requests for permits authorizing personal use of government vehicles for the period July 1, 2016 to June 30, 2018. Agencies are also reminded of the Federal Tax Reform Act of 1984 relating to the taxability of the value placed on the use of government vehicles for commuting to and from work. Please provide a copy of the enclosed Comptroller's Memorandum Nos. 2014-13 and 2016-02 to each department and agencies requesting a motor vehicle permit.

Also enclosed is form AGS-PU-1 which must be completed by each employee requiring a permit. Please duplicate as many copies of the form as are required by your agency. The deadline for submitting the form is April 29, 2016.

If you have any questions, please have your staff contact Mr. Brian Saito of the Automotive Management Division at 586-0343 or email brian.saito@hawaii.gov.

Enclosures (3)

Comptroller's Memorandums 2014-13 and 2016-02
Application for Personal use of State-Owned Vehicle AGS-PU-1