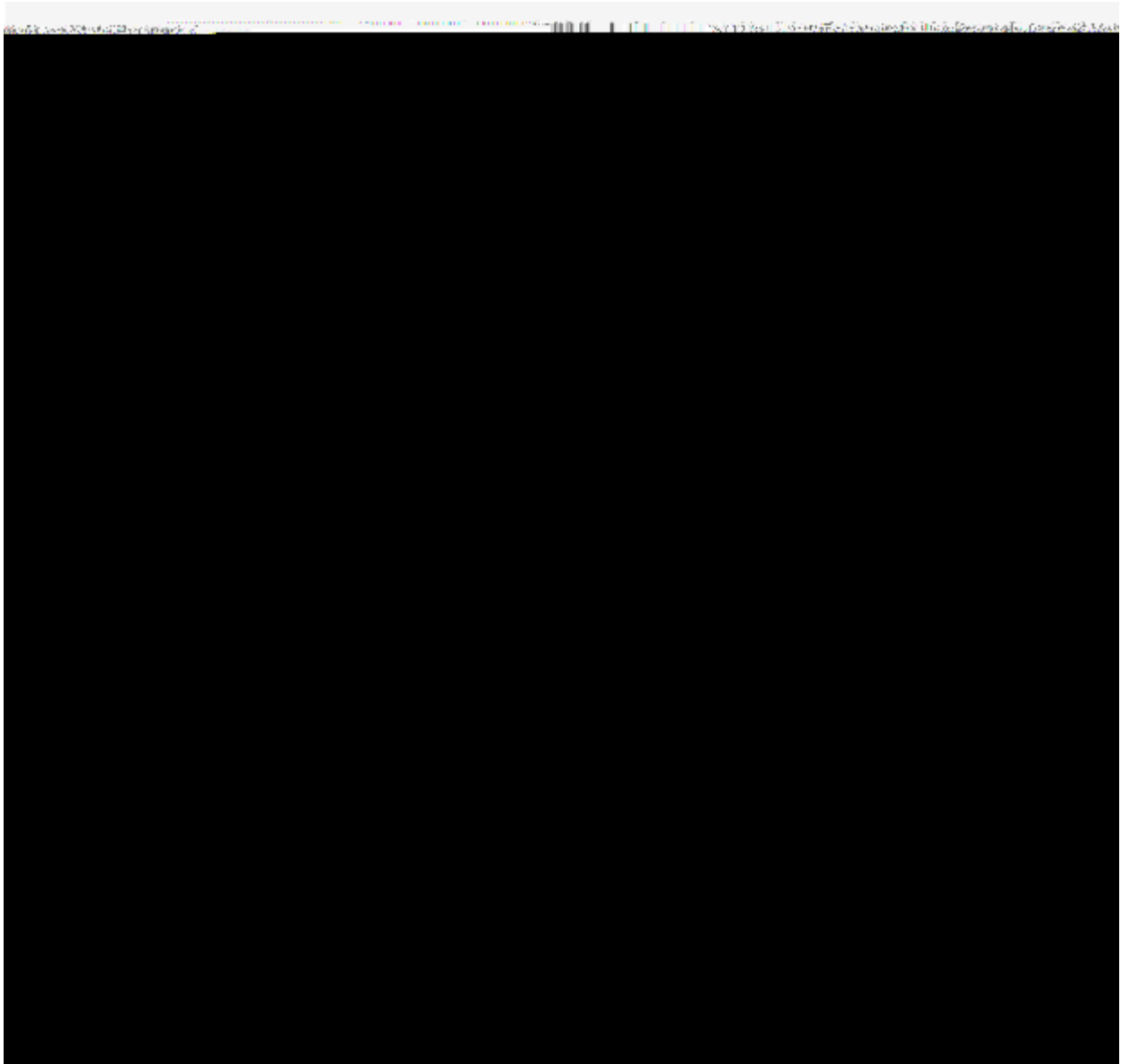


## **AP - STD261 Authorization to Use Privately Owned Vehicles on State Business**

In accordance with State Policy (S.A.M. 0753 & 0754) approval is required to use privately owned vehicles to conduct official State business. A current STD 261 form and Defensive Driving Certificate must be on file with CSUEB when a privately-

Complete the STD261 form by entering the required fields and then select "Submit".



The form will be routed to your manager for approval and you will receive a copy from Adobe Sign once completed.