

GEAUGA COUNTY VEHICLE USE AFFIDAVIT

ALL Geauga County Employees that drive a county owned vehicle must complete the following information.

NAME: _____ DEPT: _____

Home Address: _____

Employee Payroll ID Number: _____

Vehicle Use:

Please check the appropriate answer: The vehicle I drive is exempt non-exempt

If "exempt", please indicate the vehicle type:

1. Clearly marked police or fire vehicle, or, unmarked law enforcement vehicle used exclusively for undercover work. Person driving vehicle must have powers to arrest.
2. Delivery truck with seating only for the driver.
3. Flatbed truck.
4. School or passenger bus with a capacity greater than 20 persons.
5. Cement, dump or bucket truck.
6. Specialized utility / repair truck.

Regardless of the exempt or non-exempt status of the vehicle driven, the following information must be furnished on this form:

For the period of November 1, 2022 through October 31, 2023, please indicate the number of commutes the county vehicle was used. Do not include vacation, sick days or holidays. A commute is a round trip from home to work or vice versa. You may have more than one commute per day, i.e. going home for lunch and returning to work is a commute as well as your drive to and from work. Please indicate a .5 if only a trip to one location was made.

Number of commutes _____ Total taxable benefit _____ Taxable benefit previously paid _____
Amount to be reported on W-2 _____

I hereby certify that this information is accurate to the best of my knowledge. I also understand that the value of this benefit will be added to my wages of December 15, 2023 and taxed appropriately.

(Employee Signature)

(Date)

(Department Head Approval)

cc: Auditor
Department
Employee