
Objective

Outline the policy regarding signage on University of Michigan (U-M) vehicles.

Policy

1. All vehicles owned by U-M will be identified by a vehicle number, U-M decal and special municipal license plate issued by Fleet Services.
2. All signage on vehicles owned by U-M must be approved by Fleet Services prior to installation.
3. No lettering, insignia, decals or sign should be affixed to the vehicle without prior approval from Fleet Services.
4. No advertising on U-M vehicles.
5. Requests for vehicle signage outside the current program must be submitted in writing with diagrams showing the requested new signage to Fleet Services. Fleet Services will be responsible for the approval process following the identity guidelines established by U-M.
6. Approved signage will be affix by Fleet Service or an authorized signage installer approved by Fleet Services.
7. All signage will be removed by Fleet Service prior to vehicle disposal. If the time required to remove such signage is labor intensive – it will be the responsibility of the using department to bear the cost of removal. The cost will be the actual time it takes our staff to remove all signage using the current garage maintenance labor rate. For current labor rates, contact Garage Services at (734) 764-2490.