

September 13, 2016

To Whom It May Concern,

The following specifications are the requirements we have for the Light Duty Vehicle we are procuring through your vehicle marketplace. The vehicle will be used by the Code Enforcement Officers of Stewart Manor to surveil the neighborhood while providing security to the residents.

New Vehicle (car year 2016)

Automatic Transmission (4 cylinder)

Air Conditioning

Power Steering

Power Windows

Safety Airbags

Black, or any dark exterior (or standard colors available at no additional cost).

Upon completion of this transaction please ensure delivery of the vehicle to:

Incorporated Village of Stewart Manor

120 Covert Ave

Stewart Manor NY 11530

Cordially,

Rosemarie Biehayn

Village Administrator/Clerk Treasurer