



# USPS VOYAGER TRANSFER REQUEST FORM

AREA OFFICE: _____ DISTRICT: _____ VMF NAME: _____ RECEIVING SITE NAME: _____ RECEIVING SITE ADDRESS: _____ _____ _____ <div style="display: flex; justify-content: space-between; width: 100%;"> <span>City</span> <span>State</span> <span>Zip +4</span> </div>	DATE FAXED TO VOYAGER: _____ VMF REQUESTER'S NAME: _____ VMF REQUESTER'S PHONE: _____
RECEIVING SITE CONTACT: _____ RECEIVING SITE PHONE: _____ RECEIVING SITE FAX: _____	

SENDING SITE FINANCE #:	SENDING SITE STATION ID:	VEHICLE #:	CARD # :	RECEIVING SITE FINANCE #:	RECEIVING SITE STATION ID#:	DID VEHICLE TRANSFER TO ANOTHER VMF'S LOCATION CODE?
						YES ( )      NO ( )
						YES ( )      NO ( )
						YES ( )      NO ( )
						YES ( )      NO ( )

Was fuel card sent with vehicle to new site?      Yes ( )      No ( )  
 If no, is a new card needed?      Yes ( )      No ( )  
 If a new card is needed, the VMF manager must cancel the original card.

**This form must be submitted by the VMF.**

PREFERRED METHOD IS TO FILL OUT THIS FORM IN ITS WORD.DOC AND EMAIL THIS ATTACHMENT TO: [voyagerusps@usbank.com](mailto:voyagerusps@usbank.com)  
**VOYAGER CAN NOT ACCEPTED SCANNED DOCUMENTS.**      YOU CAN FAX COMPLETED FORM TO: **1-866-400-5770**

QUESTIONS? CALL USPS VOYAGER AT 1-800-278-6191