

**ILLINOIS  
MOTOR VEHICLE  
THEFT  
PREVENTION  
COUNCIL**



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**Pat Quinn, Governor**

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*Illinois State Police*

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*Cook County State's Attorney*

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*MetLife Insurance*

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*Farmers Insurance*

**Beau Parrillo**  
*United Automobile Insurance Company*

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*Country Companies*

**Jesse White**  
*Illinois Secretary of State*

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**Jack Cutrone**  
*Executive Director  
Illinois Criminal Justice  
Information Authority*

**NICB Insurance Vehicle Expense Fund**

**Prior Approval**

This form is for the purpose of obtaining prior approval on insurance vehicle expenses.

The NICB Insurance Expense Fund is a designated fund specific to covering the expenses related to acquisition and repair of insurance donated vehicles. Below are guidelines for the fund expenses.

1. The funds made available for this program will be expended for securing repairs or parts for vehicles supplied to Council funded task forces by the insurance industry. In addition to parts and repairs, towing and/or transportation costs may be paid for from this fund.
2. These funds may reimburse Council funded task force for the cost of securing confidential title and registration for the vehicles used in "undercover" or special investigations.
3. Repairs and parts purchased will be the least costly available, and only those necessary to ensure the security of program personnel and for the vehicles safe and sound condition.
4. The NICB will request the Council's staff approval for all expenditures of funds in connection with this program. The Council's staff will determine whether proposed repairs or parts are necessary to ensure the security of personnel and the vehicle's safe and sound operation.
5. Funds will also be used for the costs associated with the transfer of the vehicles including tax forms.

\*\*\*Please note all expenses must receive prior approval.\*\*\*

In order to receive prior approval, please provide the following information before the expense is incurred. Please fill out the information below on this form. Attach supporting documents to this form.

The packet can be emailed to [luisa.salazar@illinois.gov](mailto:luisa.salazar@illinois.gov) or faxed to 312-793-8422.

1. Name of Task Force: \_\_\_\_\_
2. Make: \_\_\_\_\_
3. Model: \_\_\_\_\_
4. Year: \_\_\_\_\_
5. VIN: \_\_\_\_\_
6. Current mileage: \_\_\_\_\_
7. Please attach a description with condition of car and repairs needed. This information should be provided by the repair shop such as an inspection report or as a description of problem included in the estimate.
8. List prior work done to the vehicle.
9. Please include three estimates for the work.
10. If unable to provide three estimates, please state why below:

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***"A working partnership of the public and private sectors fighting vehicle theft in Illinois"***