July 6, 2009

DEPARTMENT MEMORANDUM NO. 09-8

SUBJECT: Authorized Department Vehicle Wash Locations

RESCINDS: Department Memorandum 08-11

The attached chart contains a listing of all authorized department vehicle wash locations. These locations represent the department's **only** established vehicle wash accounts.

Members should be prepared to present their department issued photo identification to the attendant when requesting vehicle wash services.

- Due to vehicle size and washing equipment available at each location, not all department vehicles may be washed at all authorized locations. Refer to chart.
- **Legibly** complete all requested information on the KCPD Vehicle Wash Log, Form 5758 P.D.
- Provide element of assignment on the KCPD Vehicle Wash Log, Form 5758 P.D., **not "KCPD"**.

The Purchasing Section distributes vehicle wash tokens to department elements that use the tokens on a monthly basis or by request.

- Members should only obtain **two vehicle wash tokens** at a time from their respective department element and sign for the tokens on the KCPD Vehicle Wash Log, Form 5758 P.D.
- Element supervisors need to contact the Purchasing Section to request additional vehicle wash tokens before supplies are depleted.
- Department elements that use vehicle wash tokens should select a convenient location to store the tokens and the KCPD Vehicle Wash Log, Form 5758 P.D.
- Department elements that use vehicle wash tokens will forward the KCPD Vehicle Wash Log, Form 5758 P.D., to the Purchasing Section on the **first of each month**.

James D. Corwin
Chief of Police

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Post on all bulletin boards for two weeks
Public View Master Index – Internet
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Kansas City, Missouri Police Department
Authorized Vehicle Wash Locations

BUSINESS NAME	ADDRESS	HOURS	ZONE	VEHICLES				
						Van Style Vehicles		
				Motorcycles	Cars	Wagons	Mini	Unmarked
All Seasons Car Wash	1510 E. Truman	0800-1700	CPD	X	X		X	X
Blue Ridge Food Stop	4704 Blue Ridge Blvd.	0600-2400	EPD		X		X	
Truman Car Wash	4901 Truman Rd	0900-1700	EPD		X		X	X
(new) Blue Beacon Truck Wash	1201 N. Corrington Ave.	0000-2400	EPD	X	X	X	X	X
Spot-Not Car Wash * ^	6525 Troost	0700-1730	MPD	X	X		X	X
Spot-Not Car Wash * ^	8609 E. 63rd St	0000-1700	MPD	X	X		X	X
Dr. Spotless Car Wash ^	3907 NW Barry Rd	0000-2400	NPD		X		X	
Oakhill 66	9351 N. Oak	0000-2400	SCPD		X	X	X	X
Shell	1901 NE Russell Rd	0000-2400	SCPD		X			
Sinclair Oil Company	6620 Hwy 69, Pleasant Valley	0800-2200	SCPD		X	X	X	X
Get Clean Car Wash ^	600 E. Red Bridge Rd	0000-2400	SPD	X	X		X	
(new) Soft Touch Car Wash ^	11510 Winchester	0000-2400	SPD	X	X	X	X	X

Notes:

***** Officers are advised to call to ensure an attendant is on duty (816) 353-6233
^ Locations where tokens, retrieved from the division stations, are required