STAFF VEHICLE REPORT

Car License	Driver	Month / Year				Driver Month / M		
Starting Date	Starting Point/ Points Traveled / Ending Point	Ending Date	Odometer Begin	Readings End	Miles Driven			

Documentation for Training Travel on Back Page

(Additional Space On Back If Needed)

EXPENSES - FUEL / OIL / REPAIRS, ETC.

Date	Location	Odometer	Gallons / Gas	Oil / Repairs	Cost (TOTAL)

Starting Date	Starting Point/ Points Traveled / Ending Point	Ending Date	Odometer Begin	Readings End	Miles Driven

<u>Training – Travel during the month for any Training documented here:</u>

Starting Date	Starting Point/ Points Traveled / Ending Point	Ending Date	Odometer Begin	Readings End	Miles Driven