

TRIP SHEET

START DATE:

TRIP NUMBER	PICK UP LOCATION	VEHICLE

FUEL PURCHASES

DATE	ODOMETER	GALLONS	PRICE / GALLON	TOTAL AMOUNT

OIL, FLUIDS & ADDITIVES

DATE	TYPE	SIZE	PRICE / UNIT	TOTAL AMOUNT

MOTEL / HOTEL

DATE	NAME & LOCATION	TOTAL AMOUNT

NOTES