

Monthly Use Report

Vehicle Custodian	Vehicle Make	Type	Year													
Report Month	License #	Agency Code														
D A T E	<table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="4">Previous Month Odometer</td> </tr> <tr> <td style="width: 10%;"> </td> <td style="width: 10%;"> </td> <td style="width: 10%;"> </td> <td style="width: 10%;"> </td> </tr> <tr> <td colspan="4">Trip/Daily Ending Odometer</td> </tr> </table>			Previous Month Odometer								Trip/Daily Ending Odometer				Fuel Type CNG=Com.Nat.Gas D=Diesel ETH=Ethanol G=Unleaded Gas LPG=Propane MTH=Methanol BSL=Biodiesel
	Previous Month Odometer															
Trip/Daily Ending Odometer																
Purpose	Destination	Driver Last Name	Number of passengers (per trip)													
A D D	<table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="4">Month End Odometer</td> </tr> <tr> <td style="width: 10%;"> </td> <td style="width: 10%;"> </td> <td style="width: 10%;"> </td> <td style="width: 10%;"> </td> </tr> </table>			Month End Odometer								Fuel data entry must be per transaction				
Month End Odometer																
Use additional pages as necessary																
Count of Trips	Use totals from final page for Data Entry purposes.		Total Passengers/Mo.													

Incidental Lubricants/Fluids					Lubricant/FLuid Types
DATE	Type	Qty	Cost/Each	Total Cost	
					Engine Coolant
					Motor Oil
					Gear Oil
					Transmission Fluid
					Brake Fluid
					Hydraulic Fluid

I certify that I have read the provisions of law quoted in the accompanying documents, that the foregoing report is correct, and that the operation and maintenance of this vehicle have been in accordance with lawful orders.

Signature of Custodian: _____