

FLEET VEHICLE TAXES & LICENSING

Expense Sheet

Company Name:		Report Period:	
Department / Division:		Date Prepared:	
Prepared By (Name/Title):		Approved By:	

DATE	VEHICLE ID / VIN	PLATE NUMBER	JURISDICTION / STATE	EXPENSE TYPE (TAX, TITLE, REGISTRATION, PERMIT)	REFERENCE / RECEIPT #	AMOUNT (\$)
Total Licensing & Registration Fees:						
Total Property & Title Taxes:						
Grand Total Expense:						

Submitted By:

Signature & Date

Authorized Approval:

Signature & Date