

ELECTRIC VEHICLE CHARGING EXPENSE REPORT

EV Charging Logs & Reimbursement Claim

REPORT PERIOD

EMPLOYEE NAME

DEPARTMENT / COST CENTER

VEHICLE MAKE & MODEL

LICENSE PLATE / VEHICLE ID

DATE	CHARGING STATION / LOCATION	CHARGER TYPE (AC/DC)	ENERGY (KWH)	ODOMETER (MI/KM)	UNIT COST	TOTAL COST
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Total Claim Amount:

EMPLOYEE SIGNATURE DATE

APPROVER SIGNATURE DATE

