FLEET VEHICLE EXPENSE REPORT

Reporting Period

Driver Name:

Vehicle Make/Model:

License Plate No:

VIN / Fleet ID:

Odometer (Start):

Odometer (End):

DATE	CATEGORY	DESCRIPTION / VENDOR	RECEIPT / REF NO.	GALLONS/QTY	AMOUNT ($)

Total Fuel	
Total Maintenance	
Tolls & Parking	
Other Expenses	
Grand Total	

Driver Signature Date

Authorized Approver Signature Date