

TAXI AND RIDESHARE MILEAGE LOG SHEET

Expense & Mileage Tracking Template

Driver Name:

Vehicle Make/Model:

License Plate No:

Period (Month/Year):

Starting Odometer:

Ending Odometer:

DATE	PURPOSE / PLATFORM (UBER/LYFT/TAXI)	START LOCATION (ORIGIN)	END LOCATION (DESTINATION)	START ODOMETER	END ODOMETER	TOTAL MILES	TOLLS / PARKING

Total Period Miles	
Total Tolls/Expenses	

Driver Signature Date

Supervisor / Approver Signature Date