

TRACTOR/TRUCK/BUS UNIT NO.

[Redacted]

DISPATCH AND TRIP REPORT

(Interstate Fuel and Mileage Reporting System)

TRIP NO.

[Redacted]

TRAILER NO. _____
TRAILER NO. _____
FLEET NO. _____
LOCATION _____
 DIESEL GAS L.P.G.

(COMPANY NAME)

(ADDRESS)

DISPATCH SPECIAL INSTRUCTIONS	DRIVER/CONTRACTOR _____
	ORIGIN _____
	DESTINATION _____
	DESTINATION _____
	B/L # _____ PRO # _____
<input type="checkbox"/> CHARTER ORDER # _____	
<input type="checkbox"/> TRIP LEASE # _____	
SHIPPER _____	CONSIGNEE _____
ADDRESS _____	ADDRESS _____
CITY _____ STATE _____ ZIP _____	CITY _____ STATE _____ ZIP _____
DATE/TIME LOADED _____ / _____	DELIVERY DATE/TIME _____ / _____
REQUIRED TEMP. _____	
PLACARDS REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO TYPE _____	
STOP-OFF POINTS 1. _____ 2. _____ 3. _____ 4. _____	
SPECIAL INSTRUCTIONS _____	

STAPLE ALL ORIGINAL FUEL & TOLL RECEIPTS HERE

TRIP REPORT

(DRIVER TO COMPLETE ALL AREAS - SEE INSTRUCTIONS & SAMPLE ON BACK)

DATE	STATE OR PROVINCE	HIGHWAYS USED	ODOMETER READING		MILEAGE		FUEL PURCHASES		MILEAGE	
			BEGINNING	STATE EXIT	NON-TOLL	TOLL	GAL.	VENDOR	EMPTY	LOADED
			ENDING							
			TOTAL MILES							

- | | | | | | | |
|----------------------------|--------------------|------------------------|-------------------------|------------------------|---------------------------|----------------------------|
| AL ALABAMA | GA GEORGIA | MA MASSACHUSETTS | NM NEW MEXICO | SD SOUTH DAKOTA | MX MEXICO | ON ONTARIO |
| AK ALASKA | ID IDAHO | MI MICHIGAN | NY NEW YORK | TN TENNESSEE | AB ALBERTA | PE PR. EDWARD ISLAND |
| AZ ARIZONA | IL ILLINOIS | MN MINNESOTA | NC NORTH CAROLINA | TX TEXAS | BC BRITISH COLUMBIA | QC QUÉBEC |
| AR ARKANSAS | IN INDIANA | MS MISSISSIPPI | ND NORTH DAKOTA | UT UTAH | MB MANITOBA | SK SASKATCHEWAN |
| CA CALIFORNIA | IA IOWA | MO MISSOURI | OH OHIO | VT VERMONT | NB NEW BRUNSWICK | YT YUKON |
| CO COLORADO | KS KANSAS | MT MONTANA | OK OKLAHOMA | VA VIRGINIA | NL NEWFOUNDLAND | |
| CT CONNECTICUT | KY KENTUCKY | NE NEBRASKA | OR OREGON | WA WASHINGTON | and LABRADOR | |
| DE DELAWARE | LA LOUISIANA | NV NEVADA | PA PENNSYLVANIA | WV WEST VIRGINIA | NT N.W. TERRITORIES | |
| DC DIST. OF COLUMBIA | ME MAINE | NH NEW HAMPSHIRE | RI RHODE ISLAND | WI WISCONSIN | NS NOVA SCOTIA | |
| FL FLORIDA | MD MARYLAND | NJ NEW JERSEY | SC SOUTH CAROLINA | WY WYOMING | NU NUNAVUT | |

DRIVER/CONTRACTOR'S SIGNATURE _____ DATE _____

DRIVER INSTRUCTIONS

STATE LAWS REQUIRE THE OPERATOR TO KEEP A RECORD OF DISTANCE DRIVEN AND THE FUEL PURCHASED BY JURISDICTION. YOU ARE THE **ONLY PERSON** WHO CAN PROVIDE THIS INFORMATION.

EACH TRIP REPORT (IVMR) MUST COVER ALL DISTANCES TRAVELED INCLUDING DEADHEAD/BOBTAIL MILES/KILOMETRES.

ATTACH ALL ORIGINAL RECEIPTS FUEL AND TOLL ATTACH ALL ORIGINAL TRIP PERMITS

PROPERLY COMPLETED TRIP REPORTS WILL AVOID FINES AND ASSESSMENTS AGAINST YOUR COMPANY.

IF YOUR VEHICLE OR UNIT BREAKS DOWN AND YOU GET A SUBSTITUTE VEHICLE OR UNIT, PREPARE A SEPARATE TRIP REPORT TO COVER THE DISTANCE TRAVELED AND FUEL PURCHASED BY THE SUBSTITUTE VEHICLE.

PREPARE A SEPARATE TRIP REPORT FOR EACH VEHICLE OR UNIT USED.

ALL FUEL RECEIPTS MUST IDENTIFY:

- (1) COMPANY NAME
- (2) CITY
- (3) STATE/PROVINCE
- (4) UNIT #
- (5) INVOICE #
- (6) GALLONS/LITRES
- (7) PRICE PER GALLON/LITRE
- (8) TOTAL PRICE
- (9) DRIVER/OPERATOR SIGNATURE
- (10) ADDITIONAL INFORMATION MAY BE REQUIRED.

SPECIAL ATTENTION SHOULD BE GIVEN TO THE FOLLOWING STATE LISTING.

THESE STATES WILL NOT ISSUE CREDIT FOR TOLL MILES UNLESS TOLL RECEIPTS CAN BE PRODUCED.

(NOTE: EACH STATES' POLICY IS SUBJECT TO PERIODIC CHANGE. CONTACT THE STATES FOR MOST CURRENT INFORMATION.)

- NY - NEW YORK ORIGINAL RECEIPT
 MA - MASSACHUSETTS ORIGINAL RECEIPT

- 1.) Company Name, Address City & State
- 2.) Tractor/Truck/Bus Unit No.
- 3.) Trailer #
- 4.) Fleet #
- 5.) Fuel Type
- 6.) Driver Name
- 7.) Origin
- 8.) Destination(s)
- 9.) Dates of Trip
- 10.) State(s) or Province(s)
- 11.) Highways Used
- 12.) Odometer Readings
- 13.) Mileage – Non-Toll & Toll

- 14.) Fuel Purchased – Gallons & Vendor (When fuel is purchased, enter each purchase separately and show the number of gallons on the same line as the state in which the purchase was made in the column marked "GAL".) When bulk fuel is used, indicate "BULK" in the vendor column under fuel purchases and attach all bulk receipts.
- 15.) For companies choosing to track loaded/unloaded miles
- 16.) Your Full Legal Signature

TRIP REPORT (IVMR) (In Fuel and Reporting System)

TRIP NO. _____

TRAILER # _____

FLEET # _____

LOCATION _____

DIESEL/C _____ L.P.G. _____

DISPATCH _____

DRIVER _____

ORIGIN _____

DESTINATION _____

PRO # _____

CONSIGNEE _____

ADDRESS _____

STATE _____ ZIP _____ CITY _____ STATE _____ ZIP _____

DELIVER DATE/TIME _____

REQUIRED TIME _____

STOR-OFF POINTS _____

SPECIAL INSTRUCTIONS _____

STAPLE ALL ORIGINAL FUEL & TOLL RECEIPTS HERE

TRIP REPORT
(DRIVER TO COMPLETE ALL MILES - SEE INSTRUCTIONS & SAMPLE ON BACK)

DATE	STATE OR PROVINCE	HIGHWAYS USED	ODOMETER READING		MILEAGE		FUEL PURCHASES				
			STARTING	ENDING	NON-TOLL	TOLL	GAL	VENDOR	EMPTY	LOADED	
10-2-07	PA	I-70, 81, I-78	110,812	90	222	60	Bulk		312		
10-2-07	NJ	I-78, 95, Hwy 17	110,912	90	10				90		
10-2-07	NY	I-87	111,046		134						134
10-3-07	NY	I-87	111,180		134						134
10-3-07	NJ	Hwy 17, 95, I-78	111,280	90	10	90	T & G T/S		90		
10-3-07	PA	I-78, 81, I-70	111,592	90	222				312		
(9)	(10)	(11)	(12)		(13)	(14)					(15)
			111,592								
			1092								
			TOTAL MILES								

(16) *John R. Legal* 10-3-07

AL - ALABAMA CA - CALIFORNIA MA - MASSACHUSETTS NH - NEW HAMPSHIRE RI - RHODE ISLAND VT - VERMONT WA - WASHINGTON WY - WYOMING
 AK - ALASKA ID - IDAHO MI - MICHIGAN NY - NEW YORK TN - TENNESSEE AB - ALBERTA BC - BRITISH COLUMBIA OK - OKLAHOMA ND - NORTH DAKOTA UT - UTAH WIS - WISCONSIN
 AZ - ARIZONA IL - ILLINOIS MN - MINNESOTA NC - NORTH CAROLINA TX - TEXAS WV - WEST VIRGINIA DE - DELAWARE IA - IOWA MO - MISSOURI NE - NEBRASKA OR - OREGON WA - WASHINGTON WY - WYOMING
 CO - COLORADO KS - KANSAS ND - NORTH DAKOTA SD - SOUTH DAKOTA VT - VERMONT WA - WASHINGTON WY - WYOMING
 CT - CONNECTICUT DE - DELAWARE IL - ILLINOIS IN - INDIANA KY - KENTUCKY ME - MAINE MD - MARYLAND MI - MICHIGAN MN - MINNESOTA MO - MISSOURI NE - NEBRASKA NH - NEW HAMPSHIRE NJ - NEW JERSEY NY - NEW YORK PA - PENNSYLVANIA RI - RHODE ISLAND SC - SOUTH CAROLINA TN - TENNESSEE TX - TEXAS VA - VIRGINIA WA - WASHINGTON WI - WISCONSIN WY - WYOMING
 DC - DISTRICT OF COLUMBIA HI - HAWAII MS - MISSISSIPPI MT - MONTANA NV - NEVADA NM - NEW MEXICO OH - OHIO OK - OKLAHOMA OR - OREGON PR - PUERTO RICO UT - UTAH VA - VIRGINIA WA - WASHINGTON WI - WISCONSIN WY - WYOMING

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