STATE OF NORTH CAROLINA

DEPARTMENT OF ADMINISTRATION, MOTOR FLEET MANAGEMENT

TRAVEL LOG

FOR PERMANENTLY ASSIGNED VEHICLES

Montly Lease Rate:	
Rate per Mile:	
Miles Over 1,050:	
Mileage Overage Charge:	0.00
Total Monthly Cost:	0.00

Agency Name	Division Name	Agency (4 digits)	Budget Fund (6 digits)	AMU (7 digits)	Agency Program (7 digits)	Funding Source (4 digits)	Parent Project (10 digits)

Individual Responsible for Vehicle	Responsible Individual's Signature	Vehicle Number	For the Month of

Trip Dates		Official Travel				Mileage		
Leave	Return	From	To	Purpose of Trip	Driver Legible Signature	Odometer Out	Odometer In	Miles Driven

# of Days Driven: 0	Month Beginning Mileage:	Month Ending Mileage: 0	Total Miles Driven: 0