

BANNOCK COUNTY

Mileage Report - Personal Use of County Vehicles

Submit the following report to Payroll by the first of each month for fringe benefits purposes. Fringe benefits will be figured quarterly for personal use of the vehicle.

EMPLOYEE NAME: _____ VEHICLE: _____

EMPLOYEE NUMBER: _____ LICENSE: _____

EMPLOYEE DEPT: _____ MONTH ENDING: _____

DATE	DESTINATION	BEGINNING MILEAGE	ENDING MILEAGE	TOTAL MILEAGE	BUSINESS MILES	PERSONAL MILES
TOTAL						

Under penalties of perjury, I declare that I have examined this report, and to the best of my knowledge and belief, it is true, correct and complete.

EMPLOYEE SIGNATURE

DATE

SUPERVISOR SIGNATURE

DATE