FM-12e **Reset Form**

STATE OF NORTH CAROLINA

DEPARTMENT OF ADMINISTRATION

Motor Fleet Management Division, Raleigh

# TRAVEL LOG

FOR PERMANENTLY ASSIGNED VEHICLES

| | |
|---|---|
| Total Miles | 0 |
| Rate per Mile | |
| Mileage Charge | |
| Monthly Fee | $35.00 |
| Total Amount | |

| Agency | Division | Dept./Off. No. | Cost Center |
|---|---|---|---|
| Agriculture | Meat & Poultry Inspection Division | 3700 | |
| **Individual Responsible for Vehicle:** | **Approval of Agency Head or Supervisor:** | **Vehicle No.** | Month/Year |

| TRIP DATES | | OFFICIAL TRAVEL | | | | MILEAGE | | |
|---|---|---|---|---|---|---|---|---|
| Leave | Return | From | To | Purpose of Trip | Signature | Out | In | Miles |
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| No. of Trips | | No. of Trip Days | | Local Trips | | Odometer Readings: | Beginning of Month | | End of Month | |
|---|---|---|---|---|---|---|---|---|---|---|

Print

Minimum Mileage 0 Max Mileage 0 Double Check Mileage 0