

RICHLAND PARISH SCHOOL BOARD

DAILY GASOLINE, OIL, AND MILEAGE RECORD

BUS DRIVERS: FILL OUT THIS REPORT EACH DAY AT THE BEGINNING AND END OF YOUR ROUTE IN THE MORNING AND EVENING. SIGNED IVOICES FOR ALL PURCHASES MUST BE ATTACHED. TURN THIS FORM IN COMPLETED TO PRINCIPAL BY THE END OF THE 3RD WORKING DAY OF THE FOLLOWING MONTH.

Month: _____ Driver: _____ Bus No. _____

EXPLANATION OF EXTRA MILEAGE:

Date: _____ Destination: _____ Mileage: _____
Vehicle carried: _____
School: _____
Driver (other than self): _____

Date: _____ Destination: _____ Mileage: _____
Vehicle carried: _____
School: _____
Driver (other than self): _____

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Vehicle carried: _____
School: _____
Driver (other than self): _____

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Vehicle carried: _____
School: _____
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