vanpool by Spokane Transit

RIDERSHIP and MILEAGE

DO NOT SEND THIS RIDERSHIP LOG TO STA. ENTER ALL INFORMATION INTO ONLINE REPORTING SYSTEM.

MONTHLY VEHICLE MILEAGE REPORT - record each date range for all vans for the month.

VAN	Start Day	End Day	Start Odometer	End Odometer

NON REVENUE TRIPS - record the date and mileages of each non-commuting trip. For **Purpose**, use **MAIN** for Maintenance, **FUEL** for fuel or wash, **PERS** for Personal miles

VAN	Date	Purpose	Start Odometer	End Odometer

RIDERSHIP KEY CODES: **2** = Round Trip All other codes are alphabetic. **i** Inbound **O** Outbound **D** Day off/Did not ride **X** not on roster

	Vanpool Passengers' Names	DAY OF MONTH																														
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
1.																																
2.																																
3.																																
4.																																
5.																																
6.																																
7.																																
8.																																
9.																																
10.																																
11.																																
12.																																
13.																																
14.																																
15.																																
16.																																
17.																																