STATE OF CALIFORNIA – GENERAL SERVICES
FLEET AND ASSET MANAGEMENT

MONTHLY TRAVEL LOG

STD. 273 (REV. 12/2010)

MONTH AND YEAR	EQUIPMENT NUMBER	E
HEADQUARTERS OF CAR	DEPARTMENT/AGENCY	DIVISION OR INSTITUTION

12052526

Serial number not needed

DATE	ODOMETER READING START	ODOMETER READING ENDING	TRIP MILES	FROM LOCATION	TIME OF DEPARTURE	TO LOCATION	TIME OF ARRIVAL	"2" IF AT STATE FACILITY OR "3" IF AT HOME	EACH DRIVER FILLS OUT REQUIRED DATA AND PRINTS NAME IN THIS COLUMN
TOTAL MONTHLY MILEAGE									

Punch Holes not needed

Pink Carbon copy paper not needed

MUST BE ENTERED IN OFAM ON-LINE SYSTEM, NO LATER THAN THE FIFTH (5) WORKING DAY OR AN AUTOMATED "LATE-LOG FEE" WILL BE ADDED TO THE MONTHLY CHARGES.

OSP 12 127967

OUT
RINTS
MN

12 127967