VEHICLE LOG SHEET

The log sheet is to be completed at the start and finish of each working day and/or trip and at every driver change.

When the log sheet is completed fuel dockets are to be attached and the completed log sheet and dockets are to be forwarded to the vehicle section at Estate Directorate.

Registration Number	Vehicle Type	Directorate/College

Name	Signature	Destination	Start km	End km	Start Date/Time	End Date/Time