

**INDIVIDUAL VEHICLE MILEAGE RECORD**  
 (To be kept by vehicle for each trip)



Account No.		Registrant Name and Address					Driver's Name		
Fleet No.	Vehicle Identification Number						Type of Fuel Used		
Trip No.	Unit Number						Highway	Non-Highway	
		Highway or	Jurisdiction Miles		Points of Travel		Gallons of Fuel Purchased		
Jurisdiction	Date	Route Traveled	Odometer	Taxable	Exempt	Origin Intermediate Stops Destination	Highway	Non-Highway	
Beg									
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
End									
Trip Summary			Total Miles				Total Fuel		

**General Instructions**

1. An Individual Vehicle Mileage Report (IVMR) must account for all miles traveled and all fuel purchased for each trip.
2. Trip Summary - (a) Total Miles is the difference between the ending odometer reading and the beginning odometer reading.  
 (b) The sum of Total Taxable Miles and Total Exempt Miles must equal Total Miles.  
 (c) Total Highway Fuel is all fuel placed into the vehicle's supply tank during the trip.  
 (d) Total Non-Highway Fuel is fuel placed in auxiliary equipment fuel tanks or fuel purchased while operating on a trip permit.