College Vehicle Use Log **Campus Facilities Department**



Departing	Campus
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Lake Worth

Palm Beach Gardens

Dept. Supervisor

Verification Signature

Boca Raton Belle Glade Vehicle #

(PRINT) (PRINT) **Employee Driver Destination/Purpose of Trip Odometer Reading Out** Date Out Time Out Date In Time In **Odometer Reading In**

All completed original logs must be forwarded to the District Grounds & Landscaping

Supervisor.

Originating department will maintain copies.

Received by **DG&L** Supervisor

Date

Date