College Vehicle Use Log
P. E. Vehicles

PALM BEACH STATE COLLEGE

Departing Campus ☐ Lake Worth ☐ Palm Beach Gardens ☐ Boca Raton ☐ Belle Glade Vehicle # _____

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

T. O. Coordinator Verification Signature _____ Date _____

Received by DG&L Supervisor _____ Date _____

Revised 03/01/2013