

IFTA/IRP Individual Trip Report

Use this form to report mileage and fuel information for each trip. Keep completed reports for your records and do not submit this with your tax return or renewal. For audit purposes, keep records for up to 4 years for IFTA and 6-1/2 years for IRP. See next page for instructions. Use of this form is suggested; not required.

Vehicle Identification/Unit number	IRP fleet number	Name of IFTA/IRP licensee	Name of filer, if other than licensee
List drivers		Trip origin city and jurisdiction	Trip destination city and jurisdiction

Mileage					Fuel			
1. Beginning trip odometer* →					2. Fuel type: <input type="checkbox"/> Gasoline <input type="checkbox"/> Diesel <input type="checkbox"/> Propane			
3. Date	4. City and routes used	5. Jurisdiction	6. Odometer*	7. Miles	8. Vendor, city, and jurisdiction of fuel stop	9. Date of stop	10. Fuel invoice number	11. Gallons purchased
12. End of trip odometer →					← 13. Total trip miles		14. Total fuel →	

*Indicate HUB if hubometer miles are used