### 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.

<table>
<thead>
<tr>
<th>Vehicle Identification/Unit number</th>
<th>IRP fleet number</th>
<th>Name of IFTA/IRP licensee</th>
<th>Name of filler, if other than licensee</th>
</tr>
</thead>
<tbody>
<tr>
<td>List drivers</td>
<td>Trip origin city and jurisdiction</td>
<td>Trip destination city and jurisdiction</td>
<td></td>
</tr>
</tbody>
</table>

### Mileage

1. **Beginning trip odometer**

### Fuel

2. Fuel type:  
   - [ ] Gasoline
   - [ ] Diesel
   - [ ] 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*