## MONTHLY PARTNER VAN EXPENSE REPORT

Please print all information. Send WHITE copy to The Rideshare Company.

Month: \_\_\_\_\_ 20\_\_\_\_

Business Name: \_\_\_\_\_

SUMMARY OF MONTHLY MILEAGE							SUMMARY OF REIMBURSEMENTS	
Vanpool #	Plate #	Avg. Passenger Count	Beginning Odometer Reading (a)	Ending Odometer Reading (b)	Total Mileage {calculation: (b) - (a)}	Rideshare Use Only	(Amounts not charged to Fuel Card)	
							Description (fuel, van wash, oil, etc.)	Amount
Total Mileage Traveled by Employer (c):						Reimbursement due Employer (f) ATTACH ALL RECEIPTS	\$	
Allowable Monthly Miles for All Vehicles (d) SUMMARY OF MONTHLY VAN EXPENSES								
Excess Milegge (calculation: (c) (d))								
x.80       X.80             Amount due TRC (e)       \$ (e)         Amount due Employer (f)       \$ (f)								
Amount due The Rideshare Company (e) \$ Net due TRC or Employer \$ (i)  (i)  (i)  (i)  (i)  (i)  (i)  (i)								
{calculation: (e) - (f)}								
	For TRC Use Only						Signature:	
Fleet WEX Aging						Date:		

This form can be found online at https://www.rideshare.com/easy-fleet/client-and-driver-resources/forms