

Pace Advantage Vehicle Program Monthly Report

Month Reporting: _____, 2009

Agency _____ Van # _____ Pool # _____

Address _____

City _____ State _____ Zip Code _____

Days Van Used _____

Total Trips Provided _____

Assigned
Van # Loaner # Loaner #

I Mileage					
A. 1 Ending Odometer Reading					
2 Beginning Odometer Reading	-	-	-		
3 Total Miles Traveled		+		+	
				=	A <u> </u>

II Revenue (due Pace)	
A. Late Fee - if report mailed after 5th of current month. Add \$7.00	A <u>\$ </u>

III Expenditures	Original receipts for out-of-pocket expenses must be submitted.	
A. Gasoline \$ _____	Explanation _____	B <u> </u>
B. Other _____		C <u> </u>
C. TOTAL EXPENDITURES (A + B + C)		D <u>\$ </u>

**BALANCE: Payable to Pace (if Line IIA > Line IIID) or
Amount Due Agency (if Line IIID > Line IIA)** \$