

AFC UNIT _____

A130.600

MONTHLY REPORT OF PERSONAL USE OF STATE OWNED VEHICLE

Employee Name _____ Personnel # _____

Vehicle _____ License Plate # _____

Month _____ Year _____

Date	Vehicle Used	Vehicle Not Used
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
TOTAL DAYS		

Total Days Used _____ x \$3.00 per day = _____

I certify this report to be true and correct: _____

Signature/Title/Date

Submit form monthly to Little Rock Personnel Department.