DISPATCH AND TRIP REPORT

(Interstate fuel and Mileage Reporting)

HLB TRANSPORTATION SERVICES
PO BOX 180536
DALLAS, TX 75218
214-343-7070 PHONE

TRACTOR/TRUCK

TRAILER _____

TRAILER _____

Driver Name _____ Date _____

LOAD NUMBER	SHIPPER	CONSIGNEE	PIECE COUNT	WEIGHT	LUMPER

TOLLS MUST BE LISTED ON DAILY SHEET FOR REIMBURSEMENT

DATE	STATE OR PROVINCE	HIGHWAYS USED	ODOMETER READING BEGINNING / STATE EXIT	MILEAGE		FUEL			
				NON-TOLL	TOLL	DIESEL	REEFER	VENDOR	GALLONS
			ENDING						
			▲TOTAL MILES/KILOMETERS▲						

DRIVER/CONTRACTOR'S SIGNATURE

DATE

SIGNED DELIVERY RECEIPT(S)	YES ___ NO ___	TOLLS YES ___ NO ___
LOGS/TIME SHEETS	YES ___ NO ___	TOLL ROADS TAKEN _____
PRE/POST INSPECTION	YES ___ NO ___	TOLL MILEAGE _____
FUEL RECEIPTS	YES ___ NO ___	
LUMBER RECEIPTS	YES ___ NO ___	

DRIVER NOTES

_____

_____

_____

_____

REMINDERS - DID YOU DO PRE/POST INSPECTION

SAMPLE

DISPATCH AND TRIP REPORT

(Interstate fuel and Mileage Reporting)
HLB TRANSPORTATION SERVICES
PO BOX 180536
DALLAS, TX 75218
214-343-7070 PHONE

TRACTOR/TRUCK
Your Truck # here

TRAILER _____
TRAILER _____ > Trailers you have used for the day

Driver Name Your name goes here **Date** _____

LOAD NUMBER	SHIPPER	CONSIGNEE	PIECE COUNT	WEIGHT	LUMPER
HLB Load #	Shipper Name	Delv. Name	How Much		Yes or
			Product		No

TOLLS MUST BE LISTED ON DAILY SHEET FOR REIMBURSEMENT

DATE	STATE OR PROVINCE	HIGHWAYS USED	ODOMETER READING BEGINNING / STATE EXIT	MILEAGE NON-TOLL	MILEAGE TOLL	FUEL DIESEL	FUEL REEFER	FUEL VENDOR	FUEL GALLONS
			12345						
1-1-16	TX	I-20, I-45	12445	100	0	Yes	No	Loves	100
1-1-16	LA	I-20	12545	100	0	No	No		
1-1-16	TX	I-20, I-45	12745	200	0	No	No		
			12745 ENDING						
			400 TOTAL MILES/KILOMETERS						

Sign at the end of the day
DRIVER/CONTRACTOR'S SIGNATURE
DATE

SIGNED DELIVERY RECEIPT(S)	YES ___ NO ___	TOLLS YES ___ NO ___
LOGS/TIME SHEETS	YES ___ NO ___	
PRE/POST INSPECTION	YES ___ NO ___	TOLL ROADS TAKEN _____
FUEL RECEIPTS	YES ___ NO ___	TOLL MILEAGE _____
LUMBER RECEIPTS	YES ___ NO ___	

DRIVER NOTES

Please note any detention or extra stops or trailer mover

_____

_____

_____

_____

REMINDERS - DID YOU DO PRE/POST INSPECTION

AL — Alabama
AK — Alaska
AZ — Arizona
AR — Arkansas
CA — California
CO — Colorado
CT — Connecticut
DE — Delaware
FL — Florida
GA — Georgia
HI — Hawaii
ID — Idaho
IL — Illinois
IN — Indiana
IA — Iowa
KS — Kansas
KY — Kentucky
LA — Louisiana
ME — Maine
MD — Maryland
MA — Massachusetts
MI — Michigan
MN — Minnesota
MS — Mississippi
MO — Missouri
MT — Montana
NE — Nebraska
NV — Nevada
NH — New Hampshire
NJ — New Jersey
NM — New Mexico
NY — New York
NC — North Carolina
ND — North Dakota
OH — Ohio
OK — Oklahoma
OR — Oregon
PA — Pennsylvania
RI — Rhode Island
SC — South Carolina
SD — South Dakota
TN — Tennessee
TX — Texas
UT — Utah
VT — Vermont
VA — Virginia
WA — Washington
WV — West Virginia
WI — Wisconsin
WY — Wyoming
MX — Mexico