

Mulzer Mileage Worksheet
 Mulzer Crushed Stone, Inc.
 Materials Transport, Inc.
 Shamblin Stone, Inc.

To calculate the mileage, write down the odometer readings from your car at the start of each day and at the end of each day. Deduct the base mileage and take the result times the standard mileage for that year. Do not summarize, use the sheet every day. It must be filled out completely each day and turned in the following week.

Name: _____

Employee Number: _____

Week Ending (Saturday): _____

| Day | Destination | Starting Odometer | Ending Odometer | Minus Base | Adjusted Mileage | Times Mileage | Total for the day |
|---|-------------|-------------------|-----------------|------------|------------------|---------------|-------------------|
| Sunday | | | | | | | \$ |
| Monday | | | | | | | \$ |
| Tuesday | | | | | | | \$ |
| Wed. | | | | | | | \$ |
| Thurs. | | | | | | | \$ |
| Friday | | | | | | | \$ |
| Sat. | | | | | | | \$ |
| Send to the Main Office when completed | | | | | | Total | |