[Insert organisation name/logo]

# MOTOR VEHICLE LOG

|  |  |  |  |
| --- | --- | --- | --- |
| **Vehicle description** |  | **Date purchased** |  |
| **Registration number** |  | **Cost** |  |
| **Insurance number and company** |  | | |

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| --- | --- | --- | --- | --- | --- | --- |
| **Date of trip** | **Odometer reading** | | **Kilometers**  **travelled** | **Purpose of trip** | **Driver’s name** | **Signature** |
| **Start** | **finish** |
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