

VEHICLE WAYBILL

Waybill No.

Period from / to

Date

Period from / to

VEHICLE

DRIVER

DRIVER

ODOMETER

ODOMETER

TRIPS FOR THE DAY

TRIPS FOR THE DAY

#	Date	Time out	Time in	From	To	Purpose	Distance, km	Signature
1								
2								
3								
4								
5								
6								
7								
8								
9								

signature / name

Mechanic / dispatcher

signature / name

A working template for internal record-keeping. Adapt it to your own procedure — it is not a statutory form.

Tired of filling this in by hand? The driver logs the trip from a phone and the report assembles itself — [depot17.app](#)