



Driver's Trip Ticket

Date filed : Nov. 17, 2025 Trip Number : _____
Time and Date Needed : 7:30a.m Nov.25,2025
Destination : Brgy Candadam covered court Driver will : ISRDS
report to : _____
Purpose : To conduct BNAP training to BNC members (North District Cluster barangays)

Head of Party/Requesting Party: Melodina P Edullantes

Passengers	Department/Office/Center/Project	Contact No.
1 BIDANI Team members		
2 Elia Maury C. Jadina		
3		
4		
5		

**For more than 5 passengers use separate sheet*

Vehicle Type : _____
Plate No. : _____

DODONG NEIL L. BARRIENTOS

Director/Head of Agency/Authorized
Representative

To be filled by the driver:

Time of Departure : _____ am/pm Odometer reading : _____
Arrival to Destination : _____ am/pm Odometer reading : _____
Departure from Destination : _____ am/pm Odometer reading : _____
Arrival at VSU Campus : _____ am/pm Odometer reading : _____

Approximate distance travelled in kms:

Fuel (Diesel/Gasoline) issued, purchased and consumed:

Previous balance in tank : _____ Ltrs.
Purchased during trip : _____ Ltrs.
Total : _____ Ltrs.
Consumed after trip : _____ Ltrs.
Balance in tank after trip : _____ Ltrs.

Lubricant, etc. issued/purchased:

Engine Oil : _____ Ltr/s.
Gear Oil : _____ Ltr/s.
Brake Fluid : _____ Ltr/s.
Others specify : _____ Ltr/s.

In case of odometer malfunction

From : _____ To : _____

Remarks : _____

I hereby certify the correctness of the above statement of report as stated of travel.

Driver Name and Signature

I hereby certify that I used this vehicle on official business as stated above.

Head of Party/Requesting Party