

## JLE industries

119 ICMI Road, Suite 210 Dunbar, PA 15431 724.603.2228 Office



## TRIP SHEET

(Please print)	
Driver Name:	Delivery Date:
Load Origin (City/State):	
Load Destination (City/State):	
Comments Other:	
<ol> <li>Handwrite the Load and Tractor numbers of</li> <li>Fill in the circles corresponding to the written</li> </ol>	on the rows below. on values for the Load and Tractor numbers below
LOAD NUMBER  0 000000 1 000000 2 000000 3 000000 4 000000 5 000000 6 000000 7 000000 8 000000	TRACTOR NUMBER  0 00000 1 00000 2 00000 3 00000 4 00000 5 00000 6 00000 7 00000 8 00000 9 00000
Documents Enclosed: (fill in circles for items se O Logs O Bills of Lading O Delivery receipts O Reimbursement form O Cash receipts O Roadside Inspection O Other	nt) Expenses: (fill in circles for items sent) O Tolls O Scales O Equipment repair O Motel O Permits O Lumper O Other



## instructions:

- Documents should be scanned within 24 hours of delivering the load.
- Place this bubble sheet on top of the documentstack.
- Tape receipts to as few pages as possible without overlapping each other.
- After scanning session, staple your scanning session receipt to your paperwork batch and keep all documents