## Business Travel Recording Sheet

| Date | Journey |  | Meter Reading |  |  | Reason for Trip |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | From: | To: | Start: | Finish: | Distance: |  |
| 25/09/14 | Oamaru | Tokarahi | 102,473 | 102,511 | 38 km | Client Visit |
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