

COURTESY CAR DECLARATION

AS570

Month / Year _____

Employee (Last, First, MI)

LSU ID _____ Year _____ Driver's License # _____ 94.8 0.72#ID f 0 9.96 1p>5d (94.8 Core f 0

Check applicable statement: Same Vehicle Initial Report New Vehicle

Make		Model	
Value	Serial #	License #	

Vehicle Assigned for Business or Personal Use and/or Control Employee
Business Mileage [REDACTED]

Affidavit		
I certify that the courtesy car provided to me was used for commuting only and was not used for personal purposes. I further certify that I have records to substantiate the above reported utilization and that such record will be retained by me for seven years and made available when needed.		
<table style="width: 100%; border: none;"> <tr> <td style="width: 70%; border: none;">_____ Signature</td> <td style="width: 30%; border: none;">_____ Date</td> </tr> </table>	_____ Signature	_____ Date
_____ Signature	_____ Date	

FOR ACCOUNTING SERVICES USE ONLY

_____ x _____ / 12 months = _____
Annual Lease Value Personal Use %

_____ x \$3/day = _____
Commuting Days

Personal Use Fuel Charge:
 _____ x 5.5 cents = _____
Personal Miles