



OVERNIGHT DRIVERS

Professional Fees & Dues	
Association Dues	
License	
Security Bond	
Travel Card Fees	
Union Dues	
Other:	

Office Expenses	
Fax Machine	
Office Supplies	
Postage	
Secretarial Services	
Shipping	
Stationary	
Other:	

Supplies & Expenses	
Ice Chest	
Maps & Compass	
Thermos	
Tools	
Trade Publications	
Uniform	
Uniform Cleaning & Repairs	
Other:	

Safety Equipment	
Apron	
Back Supporter (Belt)	
Batteries	
Fire Extinguisher	
First Aid Kit	
Flares	
Flashlight	
Glasses – Driving	
Glasses – Safety	
Glasses – Sun	
Gloves – Driving/Work	
Seat Cushion	
Shoes/Boots - Safety	
Other:	

Travel	
<i>*Number of Days Away From Home</i>	
Airfare	
Bath & Shower	
Bus & Subway	
Car Rental	
Cellular	
Dry Cleaning	
Gratuity	
Laundry & Laundry Supplies	
Locker Fees	
Lodging (not including meals)	
Meals	
Parking	
Telephone Calls (including home)	
Toiletries	
Train	
Transportation	
Other:	

Communication Equipment	
Cellular	
Citizens Band Radio	
Computer Applications	
Long Range Communications	
Navigation Systems	
Radio	
Weather Receiver	
Other:	

Miscellaneous Expenses	
Business Cards	
Drug Testing Fees	
Legal & Professional Services	
Liability insurance – Business	
Miscellaneous Testing Fees	
Publications – Trade	
Resume – Job Seeking	
Subscriptions	
Other:	