

C. **Annual Lease Value Method**

This method must be used for any vehicle that exceeds the \$62,000 value (per IRS Notice 2024-08). Agencies will be contacted if a fleet vehicle exceeds the stated value. All other agencies who purchase vehicles must use this method in accordance with the IRS Publication 15-B. The vehicles' fair market value (FMV) will determine the monthly rate, plus 5.5 cents per mile for fuel.

NOTE: Once computed, the Annual Lease Value remains in effect until 12/31 of the 4th full calendar year after the rule is first applied.

Example: Control Employee Using Annual Lease Value

The control employee has been assigned a vehicle for the **first time**. The vehicle was purchased by the agency and has a FMV of \$62,000. The employee commutes 20 miles to work round trip for 60 days in the quarterly reporting period.

1. Determine the FMV of vehicle when made available.
2. Use table in IRS Reg. 1.61-21(d)(2)(iii) or Pub. 15-B to compute Annual Lease Value www.irs.gov/pub/irs-pdf/p15b.pdf
3. Value the fuel (if provided) at 5.5 cents per mile.
4. Determine the monthly rate (ALV/365 (days per year) x 30 (days per month))

Lease Value

| | | |
|---|---|-------------------|
| \$1,089.04 per month for 3 months | = | \$3,267.12 |
| 20 miles a day at 5.5 cents a mile by 60 days | = | \$ 66.00 |
| TOTAL QUARTERLY AMOUNT | = | \$3,333.12 |

Annual Automobile Lease Valuation - President's Vehicle**Per Comptroller's Memo # 2024-07****Annual period - 11/01/2023 - 10/31/2024**

| 2022 GMC Acadia AT4 | Non- business Miles | Official State Business Miles | Total Miles | Gasoline \$0.055 / Non- business Miles | Monthly Rate (ALV / 365) * 30 ALV = \$12,750 | Total Fringe Benefit |
|------------------------|---------------------------|-------------------------------------|----------------|--|--|-------------------------|
| (\$8750 / 365) * 30 | | | | | | |
| Nov-23 | 789 | 577 | 1,366 | \$43.40 | \$1,047.95 | 1,091.34 |
| Dec-23 | 576 | 829 | 1,405 | \$31.68 | \$1,047.95 | 1,079.63 |
| Jan-24 | 695 | 409 | 1,104 | \$38.23 | \$1,047.95 | 1,086.17 |
| Feb-24 | 804 | 826 | 1,630 | \$44.22 | \$1,047.95 | 1,092.17 |
| Mar-24 | 880 | 1,377 | 2,257 | \$48.40 | \$1,047.95 | 1,096.35 |
| Apr-24 | 869 | 1,374 | 2,243 | \$47.80 | \$1,047.95 | 1,095.74 |
| May-24 | 930 | 1,144 | 2,074 | \$51.15 | \$1,047.95 | 1,099.10 |
| Jun-24 | 705 | 516 | 1,221 | \$38.78 | \$1,047.95 | 1,086.72 |
| Jul-24 | 977 | 853 | 1,830 | \$53.74 | \$1,047.95 | 1,101.68 |
| Aug-24 | 457 | 73 | 530 | \$25.14 | \$1,047.95 | 1,073.08 |
| Sep-24 | 745 | 944 | 1,689 | \$40.98 | \$1,047.95 | 1,088.92 |
| Oct-24 | 965 | 854 | 1,819 | \$53.08 | \$1,047.95 | 1,101.02 |
| Total | 9,392 | 9,776 | 19,168 | 517 | 12,575 | \$13,091.90 |

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

| | | | | | | | | | | | | | | | | | |
|--------------------------|--|-------------------------------------|--|------------------|--|---|--|------------------------|--------------------|-------------------------------------|--|----------------------|--|---------------|--|--------------------|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | | REGISTRATION No. | | NAME OF USING AGENCY: BOT/Conn. State University | | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | | | | | |
| 11/1/2023 | | | | | | OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | | | | | | | | | | |
| SUMMARY | | Mileage | | Ending | | Starting | | Total for mo. 1,366 | | | | | | | | | |
| No. days car used: | | Gas | | State Stations | | Commercial | | Total for mo. | | Is this property owned or leased | | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | | | | |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | | TIME CAR USED | | (Include AM or PM) | |

| | | | | BEGINNING | ENDING | TOTAL | OFFICIAL | NON- | TOTAL | DURING NORMAL | OUTSIDE NORMAL | | | | |
|------------|--------------------|---------------|---|-------------------------|---------------|---------|----------|----------|-----------|---------------|----------------|--------|----------|--------|--|
| | | | | ODOMETER | ODOMETER | MILES | STATE | BUSINESS | ROUND | WORKDAY | WORKDAY | | | | |
| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending | |
| 11/1/2023 | | SOUTH WINDSOR | NB, WATERBURY, NEW HAVEN TRAIN STATION (CCAP NY) | NEW HAVEN | 27,148 | 27,437 | 289 | 245 | 44 | 1 | | | | | |
| 11/2/2023 | | NEW HAVEN | | NEW HAVEN TRAIN STATION | SOUTH WINDSOR | 27,437 | 27,481 | 44 | 0 | 44 | 1 | | | | |
| 11/3/2023 | | SOUTH WINDSOR | | NB | SOUTH WINDSOR | 27,481 | 27,526 | 45 | 0 | 45 | 1 | | | | |
| 11/4/2023 | | | | | | 27,526 | 27,526 | 0 | 0 | 0 | 1 | | | | |
| 11/5/2023 | | | | | | 27,526 | 27,526 | 0 | 0 | 0 | 1 | | | | |
| 11/6/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 27,526 | 27,571 | 45 | 0 | 45 | 1 | | | | | |
| 11/7/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 27,571 | 27,616 | 45 | 0 | 45 | 1 | | | | | |
| 11/8/2023 | | SOUTH WINDSOR | NB, GROTON , NB | SOUTH WINDSOR | 27,616 | 27,764 | 148 | 104 | 44 | 1 | | | | | |
| 11/9/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 27,764 | 27,812 | 48 | 4 | 44 | 1 | | | | | |
| 11/10/2023 | | SOUTH WINDSOR | HOLIDAY | SOUTH WINDSOR | 27,812 | 27,812 | 0 | 0 | 0 | 1 | | | | | |
| 11/11/2023 | | | | | 27,812 | 27,812 | 0 | 0 | 0 | 1 | | | | | |
| 11/12/2023 | | | | | 27,812 | 27,812 | 0 | 0 | 0 | 1 | | | | | |
| 11/13/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 27,812 | 27,857 | 45 | 0 | 45 | 1 | | | | | |
| 11/14/2023 | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 27,857 | 27,955 | 98 | 54 | 44 | 1 | | | | | |
| 11/15/2023 | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 27,955 | 28,052 | 97 | 52 | 45 | 1 | | | | | |
| 11/16/2023 | | SOUTH WINDSOR | NB, MIDDLETOWN, NB | SOUTH WINDSOR | 28,052 | 28,135 | 83 | 39 | 44 | 1 | | | | | |
| 11/17/2023 | | SOUTH WINDSOR | NB, MIDDLETOWN, NB | SOUTH WINDSOR | 28,135 | 28,218 | 83 | 39 | 44 | 1 | | | | | |
| 11/18/2023 | | | | | 28,218 | 28,218 | 0 | 0 | 0 | 1 | | | | | |
| 11/19/2023 | | | | | 28,218 | 28,218 | 0 | 0 | 0 | 1 | | | | | |
| 11/20/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 28,218 | 28,263 | 45 | 0 | 45 | 1 | | | | | |
| 11/21/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 28,263 | 28,308 | 45 | 0 | 45 | 1 | | | | | |
| 11/22/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 28,308 | 28,353 | 45 | 0 | 45 | 1 | | | | | |
| 11/23/2023 | | SOUTH WINDSOR | HOLIDAY | SOUTH WINDSOR | 28,353 | 28,353 | 0 | 0 | 0 | 1 | | | | | |
| 11/24/2023 | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 28,353 | 28,353 | 0 | 0 | 0 | 1 | | | | | |
| 11/25/2023 | | | | | 28,353 | 28,353 | 0 | 0 | 0 | 1 | | | | | |
| 11/26/2023 | | | | | 28,353 | 28,353 | 0 | 0 | 0 | 1 | | | | | |
| 11/27/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 28,353 | 28,398 | 45 | 0 | 45 | 1 | | | | | |
| 11/28/2023 | | SOUTH WINDSOR | NB, MIDDLETOWN, NB | SOUTH WINDSOR | 28,398 | 28,482 | 84 | 40 | 44 | 1 | | | | | |
| 11/29/2023 | | SOUTH WINDSOR | WINDSOR LOCKS | WINDSOR LOCKS | 28,482 | 28,498 | 16 | 0 | 16 | 1 | | | | | |
| 11/30/2023 | | WINDSOR LOCKS | WINDSOR LOCKS | SOUTH WINDSOR | 28,498 | 28,514 | 16 | 0 | 16 | 1 | | | | | |
| | | | | | 28,514 | 28,514 | 0 | 0 | 0 | 1 | | | | | |

| | | | |
|-------------------------------|--|-------|-----|
| TOTAL | | 1,366 | 577 |
| AGENCY APPROVAL SIGNATURE: | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

789

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | |
|--------------------------|---------------|--------------|-------------------------------------|--------|----------------------------------|---------------|--|--|
| REPORT FOR (Month, Year) | EQUIPMENT No. | REGISTRATION | NAME OF USING AGENCY: | | AGENCY No. | | ALLOCATION OF MILEAGE | |
| 12/1/2023 | | | BOT/Conn. State University | | 7801 | | The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | | | Mileage | Ending | Starting | Total for mo. | | |
| | | | | | | 1,405 | | |
| No. days | | | Gas | State | Stations | Comments | Total for mo. | |
| car used: | | | | | | | | |
| Send Report -> | | | OFFICE OF STATE FLEET OPERATIONS | | | | | |
| | | | CAR PARKED OR GARAGED OVERNIGHT AT: | | Is this property owned or leased | | X Yes NO | |
| | | | As above | | | | | |
| | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | | TIME CAR USED | |
| | | | | | | | (Include AM or PM) | |

| | | | | to STATE FLEET OPERATIONS | | | | | | | | DURING NORMAL | | OUTSIDE NORMAL | |
|------------|--------|---------------|--------------------------------------|---------------------------|---------|-----------|----------|----------|-----------|----------|----------|---------------|----------|----------------|--|
| | | | | | | BEGINNING | ENDING | TOTAL | OFFICIAL | NON- | TOTAL | WORKDAY | | WORKDAY | |
| | | | | | | ODOMETER | ODOMETER | MILES | STATE | BUSINESS | ROUND | | | | |
| DAY | OR SIG | STARTING TOWN | OWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending | |
| 12/1/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 28,514 | 28,558 | 44 | 0 | 44 | 1 | | | | | |
| 12/2/2023 | | | | | 28,558 | 28,558 | 0 | 0 | 0 | 1 | | | | | |
| 12/3/2023 | | | | | 28,558 | 28,558 | 0 | 0 | 0 | 1 | | | | | |
| 12/4/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 28,558 | 28,602 | 44 | 0 | 44 | 1 | | | | | |
| 12/5/2023 | | SOUTH WINDSOR | NECHE BOSTON | SOUTH WINDSOR | 28,602 | 28,787 | 185 | 185 | 0 | 1 | | | | | |
| 12/6/2023 | | SOUTH WINDSOR | NECHE BOSTON | SOUTH WINDSOR | 28,787 | 28,827 | 40 | 40 | 0 | 1 | | | | | |
| 12/7/2023 | | SOUTH WINDSOR | NECHE BOSTON | SOUTH WINDSOR | 28,827 | 28,848 | 21 | 21 | 0 | 1 | | | | | |
| 12/8/2023 | | SOUTH WINDSOR | NECHE BOSTON | SOUTH WINDSOR | 28,848 | 29,044 | 196 | 196 | 0 | 1 | | | | | |
| 12/9/2023 | | | | | 29,044 | 29,044 | 0 | 0 | 0 | 1 | | | | | |
| 12/10/2023 | | | | | 29,044 | 29,044 | 0 | 0 | 0 | 1 | | | | | |
| 12/11/2023 | | SOUTH WINDSOR | NB, NORWICH | SOUTH WINDSOR | 29,044 | 29,163 | 119 | 75 | 44 | 1 | | | | | |
| 12/12/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 29,163 | 29,208 | 45 | 0 | 45 | 1 | | | | | |
| 12/13/2023 | | SOUTH WINDSOR | NB, NORWALK, NB | SOUTH WINDSOR | 29,208 | 29,409 | 201 | 157 | 44 | 1 | | | | | |
| 12/14/2023 | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 29,409 | 29,511 | 102 | 58 | 44 | 1 | | | | | |
| 12/15/2023 | | SOUTH WINDSOR | NEW HAVEN, MIDDLETOWN, NB | SOUTH WINDSOR | 29,511 | 29,617 | 106 | 62 | 44 | 1 | | | | | |
| 12/16/2023 | | | | | 29,617 | 29,617 | 0 | 0 | 0 | 1 | | | | | |
| 12/17/2023 | | | | | 29,617 | 29,617 | 0 | 0 | 0 | 1 | | | | | |
| 12/18/2023 | | SOUTH WINDSOR | FARMINGTON, NB | SOUTH WINDSOR | 29,617 | 29,676 | 59 | 15 | 44 | 1 | | | | | |
| 12/19/2023 | | SOUTH WINDSOR | FARMINGTON, NB | SOUTH WINDSOR | 29,676 | 29,739 | 63 | 20 | 43 | 1 | | | | | |
| 12/20/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 29,739 | 29,784 | 45 | 0 | 45 | 1 | | | | | |
| 12/21/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 29,784 | 29,829 | 45 | 0 | 45 | 1 | | | | | |
| 12/22/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 29,829 | 29,874 | 45 | 0 | 45 | 1 | | | | | |
| 12/23/2023 | | | | | 29,874 | 29,874 | 0 | 0 | 0 | 1 | | | | | |
| 12/24/2023 | | | | | 29,874 | 29,874 | 0 | 0 | 0 | 1 | | | | | |
| 12/25/2023 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 29,874 | 29,919 | 45 | 0 | 45 | 1 | | | | | |
| 12/26/2023 | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | | |
| 12/27/2023 | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | | |
| 12/28/2023 | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | | |
| 12/29/2023 | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | | |
| 12/30/2023 | | | | | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | | |
| 12/31/2023 | | | | | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | | |

| | | | | |
|----------------------------|--|-------|-----|-----|
| TOTAL | | 1,405 | 829 | 576 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information Necessary, and in conformance with State regulations. I have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

☐ TEMPORARILY
ASSIGNED

☒ PERMANENTLY
ASSIGNED

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | |
|--|---------------|------------------|--|---------------|---|--|---|-------------------------------------|
| REPORT FOR (Month, Year) 1/1/2024 | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | | |
| | | | | 1,104 | | | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| Send Report -> to OFFICE OF STATE FLEET OPERATIONS | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED (Include AM or PM) |

| DAY | | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--|--------------------|---------------|---------------------------------------|---------------|----------------------------|-------------------------|---------------------|-------------------------|------------------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | | | | | | | | Starting | Ending | Starting | Ending |
| 1/1/2024 | | | SOUTH WINDSOR | NEW YEARS DAY | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | |
| 1/2/2024 | | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | |
| 1/3/2024 | | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | |
| 1/4/2024 | | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | |
| 1/5/2024 | | | SOUTH WINDSOR | VACATION | SOUTH WINDSOR | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | |
| 1/6/2024 | | | | | | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | |
| 1/7/2024 | | | | | | 29,919 | 29,919 | 0 | 0 | 0 | 1 | | | | |
| 1/8/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 29,919 | 29,964 | 45 | 0 | 45 | 1 | | | | |
| 1/9/2024 | | | SOUTH WINDSOR | NB, HTFD, NB | SOUTH WINDSOR | 29,964 | 30,032 | 68 | 24 | 44 | 1 | | | | |
| 1/10/2024 | | | SOUTH WINDSOR | NB, DANBURY, NB | SOUTH WINDSOR | 30,032 | 30,174 | 142 | 99 | 43 | 1 | | | | |
| 1/11/2024 | | | SOUTH WINDSOR | NB, CENTRAL, NB | SOUTH WINDSOR | 30,174 | 30,225 | 51 | 8 | 43 | 1 | | | | |
| 1/12/2024 | | | SOUTH WINDSOR | NB, HTFD, NB, HTFD HEALTH CARE | SOUTH WINDSOR | 30,225 | 30,335 | 110 | 66 | 44 | 1 | | | | |
| 1/13/2024 | | | | | | 30,335 | 30,335 | 0 | 0 | 0 | 1 | | | | |
| 1/14/2024 | | | | | | 30,335 | 30,335 | 0 | 0 | 0 | 1 | | | | |
| 1/15/2024 | | | SOUTH WINDSOR | CLOSED | SOUTH WINDSOR | 30,335 | 30,335 | 0 | 0 | 0 | 1 | | | | |
| 1/16/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 30,335 | 30,379 | 44 | 0 | 44 | 1 | | | | |
| 1/17/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 30,379 | 30,423 | 44 | 0 | 44 | 1 | | | | |
| 1/18/2024 | | | SOUTH WINDSOR | NB, MIDDLETOWN, NB | SOUTH WINDSOR | 30,423 | 30,493 | 70 | 29 | 41 | 1 | | | | |
| 1/19/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 30,493 | 30,537 | 44 | 0 | 44 | 1 | | | | |
| 1/20/2024 | | | | | | 30,537 | 30,537 | 0 | 0 | 0 | 1 | | | | |
| 1/21/2024 | | | | | | 30,537 | 30,537 | 0 | 0 | 0 | 1 | | | | |
| 1/22/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 30,537 | 30,581 | 44 | 0 | 44 | 1 | | | | |
| 1/23/2024 | | | SOUTH WINDSOR | NB, HTFD, NB, BRADLEY | WINDSOR LOCKS | 30,581 | 30,672 | 91 | 47 | 44 | 1 | | | | |
| 1/24/2024 | | | WINDSOR LOCKS | BRADLEY | SOUTH WINDSOR | 30,672 | 30,690 | 18 | 18 | 0 | 1 | | | | |
| 1/25/2024 | | | SOUTH WINDSOR | NB, BRIDGEPORT | SOUTH WINDSOR | 30,690 | 30,804 | 114 | 73 | 41 | 1 | | | | |
| 1/26/2024 | | | SOUTH WINDSOR | NB, NAUGATUCK, NB | SOUTH WINDSOR | 30,804 | 30,891 | 87 | 45 | 42 | 1 | | | | |
| 1/27/2024 | | | | | | 30,891 | 30,891 | 0 | 0 | 0 | 1 | | | | |
| 1/28/2024 | | | | | | 30,891 | 30,891 | 0 | 0 | 0 | 1 | | | | |
| 1/29/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 30,891 | 30,935 | 44 | 0 | 44 | 1 | | | | |
| 1/30/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 30,935 | 30,979 | 44 | 0 | 44 | 1 | | | | |
| 1/31/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 30,979 | 31,023 | 44 | 0 | 44 | 1 | | | | |

| | | | | |
|----------------------------|--|-------|-----|-----|
| TOTAL | | 1,104 | 409 | 695 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | | | | | |
|--------------------------|--|---------------|------------------|---|------------------------|---|---|---|--|-------------------|---------------|--------------------|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | | | | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. 2,257 | | OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | Is this property owned or leased <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | | | | |
| No. days car used: | | Gas | State | Stations | Commercial | Total for mo. | | | | | | | |
| Send Report -> to | | | | OFFICE OF STATE FLEET OPERATIONS | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) | |

| | | | | | BEGINNING | ENDING | TOTAL | OFFICIAL | NON- | TOTAL | DURING NORMAL | | OUTSIDE NORMAL | |
|-----------|--------------------|---------------|---------------------------------------|---------------|-----------|----------|---------|----------|-----------|-------|---------------|--------|----------------|--------|
| | | | | | ODOMETER | ODOMETER | MILES | STATE | BUSINESS | ROUND | WORKDAY | | WORKDAY | |
| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending |
| 3/1/2024 | | SOUTH WINDSOR | NORWICH, NB | SOUTH WINDSOR | 32,653 | 32,851 | 198 | 154 | 44 | 1 | | | | |
| 3/2/2024 | | | | | 32,851 | 32,851 | 0 | 0 | 0 | 1 | | | | |
| 3/3/2024 | | | | | 32,851 | 32,851 | 0 | 0 | 0 | 1 | | | | |
| 3/4/2024 | | SOUTH WINDSOR | NB, GATEWAY, NB | SOUTH WINDSOR | 32,851 | 32,968 | 117 | 74 | 43 | 1 | | | | |
| 3/5/2024 | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 32,968 | 33,027 | 59 | 15 | 44 | 1 | | | | |
| 3/6/2024 | | SOUTH WINDSOR | NB, NAUGATUCK VALLEY, NB | SOUTH WINDSOR | 33,027 | 33,214 | 187 | 143 | 44 | 1 | | | | |
| 3/7/2024 | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 33,214 | 33,307 | 93 | 49 | 44 | 1 | | | | |
| 3/8/2024 | | SOUTH WINDSOR | MIDDLESEX, NB | SOUTH WINDSOR | 33,307 | 33,398 | 91 | 47 | 44 | 1 | | | | |
| 3/9/2024 | | | | | 33,398 | 33,398 | 0 | 0 | 0 | 1 | | | | |
| 3/10/2024 | | | | | 33,398 | 33,398 | 0 | 0 | 0 | 1 | | | | |
| 3/11/2024 | | SOUTH WINDSOR | NB, NORWALK | SOUTH WINDSOR | 33,398 | 33,587 | 189 | 145 | 44 | 1 | | | | |
| 3/12/2024 | | SOUTH WINDSOR | NB, CAPITAL, NB | SOUTH WINDSOR | 33,587 | 33,684 | 97 | 53 | 44 | 1 | | | | |
| 3/13/2024 | | SOUTH WINDSOR | WEST HTFD, NB | SOUTH WINDSOR | 33,684 | 33,749 | 65 | 21 | 44 | 1 | | | | |
| 3/14/2024 | | SOUTH WINDSOR | NB, HOUSATONIC, NB | SOUTH WINDSOR | 33,749 | 33,901 | 152 | 108 | 44 | 1 | | | | |
| 3/15/2024 | | SOUTH WINDSOR | NB, MIDDLESEX, NB | SOUTH WINDSOR | 33,901 | 34,074 | 173 | 128 | 45 | 1 | | | | |
| 3/16/2024 | | | | | 34,074 | 34,074 | 0 | 0 | 0 | 1 | | | | |
| 3/17/2024 | | | | | 34,074 | 34,074 | 0 | 0 | 0 | 1 | | | | |
| 3/18/2024 | | SOUTH WINDSOR | NB, GATEWAY, NB | SOUTH WINDSOR | 34,074 | 34,206 | 132 | 88 | 44 | 1 | | | | |
| 3/19/2024 | | SOUTH WINDSOR | NB, GATEWAY, NB | SOUTH WINDSOR | 34,206 | 34,342 | 136 | 92 | 44 | 1 | | | | |
| 3/20/2024 | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 34,342 | 34,430 | 88 | 43 | 45 | 1 | | | | |
| 3/21/2024 | | SOUTH WINDSOR | NB, HARTFORD, CAPITAL, NB | SOUTH WINDSOR | 34,430 | 34,539 | 109 | 65 | 44 | 1 | | | | |
| 3/22/2024 | | SOUTH WINDSOR | NB, WEST HTFD, NB | SOUTH WINDSOR | 34,539 | 34,632 | 93 | 49 | 44 | 1 | | | | |
| 3/23/2024 | | | | | 34,632 | 34,632 | 0 | 0 | 0 | 1 | | | | |
| 3/24/2024 | | | | | 34,632 | 34,632 | 0 | 0 | 0 | 1 | | | | |
| 3/25/2024 | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 34,632 | 34,705 | 73 | 30 | 43 | 1 | | | | |
| 3/26/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 34,705 | 34,749 | 44 | 0 | 44 | 1 | | | | |
| 3/27/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 34,749 | 34,793 | 44 | 0 | 44 | 1 | | | | |
| 3/28/2024 | | SOUTH WINDSOR | NB, ROCKY HILL, HARTFORD, NB | SOUTH WINDSOR | 34,793 | 34,910 | 117 | 73 | 44 | 1 | | | | |
| 3/29/2024 | | SOUTH WINDSOR | GOOD FRIDAY | SOUTH WINDSOR | 34,910 | 34,910 | 0 | 0 | 0 | 1 | | | | |
| 3/30/2024 | | | | | 34,910 | 34,910 | 0 | 0 | 0 | 1 | | | | |
| 3/31/2024 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

0

| | | | | |
|----------------------------|--|-------|-------|-----|
| TOTAL | | 2,257 | 1,377 | 880 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | |
|---|---------|---------------|------------------|--|--|----------------------------------|--|---|----------------------------------|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | | | |
| | | | | 2,243 | | | | | |
| No. days car used: | | | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| Send Report -> OFFICE OF STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE BUSINESS | NON-BUSINESS | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---------------------------------------|---------------|--------------------|-----------------|-------------|-------------------------|--------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | READING | READING | FOR DAY | | | | Starting | Ending | Starting | Ending |
| 4/1/2024 | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 34,910 | 34,418 | 71 | 27 | 44 | 1 | | | | |
| 4/2/2024 | | SOUTH WINDSOR | QUINEBAUG, NB, HTFD, NB | SOUTH WINDSOR | 34,418 | 34,568 | 150 | 106 | 44 | 1 | | | | |
| 4/3/2024 | | SOUTH WINDSOR | NB, FARMINGTON , NORWALK | SOUTH WINDSOR | 34,568 | 34,771 | 203 | 159 | 44 | 1 | | | | |
| 4/4/2024 | | SOUTH WINDSOR | NB, MERIDEN | SOUTH WINDSOR | 34,771 | 34,841 | 70 | 26 | 44 | 1 | | | | |
| 4/5/2024 | | SOUTH WINDSOR | WINDSOR LOCKS | WINDSOR LOCKS | 34,841 | 34,857 | 16 | 0 | 16 | 1 | | | | |
| 4/6/2024 | | | | | 34,857 | 34,857 | 0 | 0 | 0 | 1 | | | | |
| 4/7/2024 | | WINDSOR LOCKS | WINDSOR LOCKS | SOUTH WINDSOR | 34,857 | 34,873 | 16 | 0 | 16 | 1 | | | | |
| 4/8/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 34,873 | 34,917 | 44 | 0 | 44 | 1 | | | | |
| 4/9/2024 | | SOUTH WINDSOR | OFF | SOUTH WINDSOR | 34,917 | 34,917 | 0 | 0 | 0 | 1 | | | | |
| 4/10/2024 | | SOUTH WINDSOR | NB, NEW HAVEN | SOUTH WINDSOR | 34,917 | 35,021 | 104 | 60 | 44 | 1 | | | | |
| 4/11/2024 | | SOUTH WINDSOR | OFF | SOUTH WINDSOR | 35,021 | 35,021 | 0 | 0 | 0 | 1 | | | | |
| 4/12/2024 | | SOUTH WINDSOR | HOUSATONIC | SOUTH WINDSOR | 35,021 | 35,112 | 91 | 47 | 44 | 1 | | | | |
| 4/13/2024 | | | | | 35,112 | 35,112 | 0 | 0 | 0 | 1 | | | | |
| 4/14/2024 | | | | | 35,112 | 35,112 | 0 | 0 | 0 | 1 | | | | |
| 4/15/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 35,112 | 35,156 | 44 | 0 | 44 | 1 | | | | |
| 4/16/2024 | | SOUTH WINDSOR | PLANTSVILLE, MIDDLESEX, NB | SOUTH WINDSOR | 35,156 | 35,258 | 102 | 58 | 44 | 1 | | | | |
| 4/17/2024 | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 35,258 | 35,318 | 60 | 16 | 44 | 1 | | | | |
| 4/18/2024 | | SOUTH WINDSOR | NB, STAMFORD | SOUTH WINDSOR | 35,318 | 35,509 | 191 | 147 | 44 | 1 | | | | |
| 4/19/2024 | | SOUTH WINDSOR | NB, WEST HTFD, NB | SOUTH WINDSOR | 35,509 | 35,577 | 68 | 23 | 45 | 1 | | | | |
| 4/20/2024 | | | | | 35,577 | 35,577 | 0 | 0 | 0 | 1 | | | | |
| 4/21/2024 | | | | | 35,577 | 35,577 | 0 | 0 | 0 | 1 | | | | |
| 4/22/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 35,577 | 35,621 | 44 | 0 | 44 | 1 | | | | |
| 4/23/2024 | | SOUTH WINDSOR | STAMFORD, NB | SOUTH WINDSOR | 35,621 | 35,804 | 183 | 139 | 44 | 1 | | | | |
| 4/24/2024 | | SOUTH WINDSOR | NORWALK | SOUTH WINDSOR | 35,804 | 35,985 | 181 | 137 | 44 | 1 | | | | |
| 4/25/2024 | | SOUTH WINDSOR | HOUSATONIC, NB | SOUTH WINDSOR | 35,985 | 36,131 | 146 | 102 | 44 | 1 | | | | |
| 4/26/2024 | | SOUTH WINDSOR | NB, NEW HAVEN | SOUTH WINDSOR | 36,131 | 36,235 | 104 | 60 | 44 | 1 | | | | |
| 4/27/2024 | | | | | 36,235 | 36,235 | 0 | 0 | 0 | 1 | | | | |
| 4/28/2024 | | | | | 36,235 | 36,235 | 0 | 0 | 0 | 1 | | | | |
| 4/29/2024 | | SOUTH WINDSOR | NB, HTFD, NORWALK | SOUTH WINDSOR | 36,235 | 36,474 | 239 | 195 | 44 | 1 | | | | |
| 4/30/2024 | | SOUTH WINDSOR | NB, CAPITAL | SOUTH WINDSOR | 36,474 | 36,590 | 116 | 72 | 44 | 1 | | | | |
| | | | | | - | 0 | | 0 | 0 | 1 | | | | |

0

| | | | | | | |
|-----------------|--|--|--|-------|-------|-----|
| TOTAL | | | | 2,243 | 1,374 | 869 |
| AGENCY APPROVAL | | | | | | |
| SIGNATURE: | | | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

PERMANENTLY
ASSIGNED

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.

*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

| | | | | | | |
|--|---------------|------------------|---|------------------------|--|--|
| REPORT FOR (Month, Year) 5/1/2024 | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University | AGENCY No. 7801 | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. 2,074 | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | | |
| Send Report -> OFFICE OF to STATE FLEET OPERATIONS | | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO |
| | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED (Include AM or PM) |

| | | BEGINNING ODOMETER | | ENDING ODOMETER | | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON- BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------|-----------------------|---------------------------------------|--------------------|---------|---------------------------|-------------------------------|-------------------------------|-------------------------|--------------------------|--------|---------------------------|--------|
| DAY | OR SIC | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | READING | | | | | Starting | Ending | Starting | Ending |
| 5/1/2024 | | SOUTH WINDSOR | NB, TUNXIS, BOSTON LOGAN AIRPORT | BOSTON | 36,590 | 36,831 | 241 | 197 | 44 | 1 | | | |
| 5/2/2024 | | SOUTH WINDSOR | OFF | SOUTH WINDSOR | 36,831 | 36,831 | 0 | 0 | 0 | 1 | | | |
| 5/3/2024 | | SOUTH WINDSOR | NB, NAUGATUCK VALLEY, WILLIMANTIC | SOUTH WINDSOR | 36,831 | 36,964 | 133 | 89 | 44 | 1 | | | |
| 5/4/2024 | | | | | 36,964 | 36,964 | 0 | 0 | 0 | 1 | | | |
| 5/5/2024 | | | | | 36,964 | 36,964 | 0 | 0 | 0 | 1 | | | |
| 5/6/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 36,964 | 37,009 | 45 | 0 | 45 | 1 | | | |
| 5/7/2024 | | SOUTH WINDSOR | NB, DANBURY, HOUSATONIC | SOUTH WINDSOR | 37,009 | 37,189 | 180 | 136 | 44 | 1 | | | |
| 5/8/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 37,189 | 37,233 | 44 | 0 | 44 | 1 | | | |
| 5/9/2024 | | SOUTH WINDSOR | NB, MIDDLESEX, NB | SOUTH WINDSOR | 37,233 | 37,341 | 108 | 61 | 47 | 1 | | | |
| 5/10/2024 | | SOUTH WINDSOR | MOHAWK MOUNTAIN, NB | SOUTH WINDSOR | 37,341 | 37,480 | 139 | 95 | 44 | 1 | | | |
| 5/11/2024 | | | | | 37,480 | 37,480 | 0 | 0 | 0 | 1 | | | |
| 5/12/2024 | | | | | 37,480 | 37,480 | 0 | 0 | 0 | 1 | | | |
| 5/13/2024 | | SOUTH WINDSOR | HOUSATONIC, NB | SOUTH WINDSOR | 37,480 | 37,617 | 137 | 93 | 44 | 1 | | | |
| 5/14/2024 | | SOUTH WINDSOR | NEW LONDON | SOUTH WINDSOR | 37,617 | 37,767 | 150 | 105 | 45 | 1 | | | |
| 5/15/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 37,767 | 37,816 | 49 | 5 | 44 | 1 | | | |
| 5/16/2024 | | SOUTH WINDSOR | NORWALK, NB | SOUTH WINDSOR | 37,816 | 37,965 | 149 | 105 | 44 | 1 | | | |
| 5/17/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 37,965 | 38,009 | 44 | 0 | 44 | 1 | | | |
| 5/18/2024 | | | | | 38,009 | 38,009 | 0 | 0 | 0 | 1 | | | |
| 5/19/2024 | | | | | 38,009 | 38,009 | 0 | 0 | 0 | 1 | | | |
| 5/20/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 38,009 | 38,053 | 44 | 0 | 44 | 1 | | | |
| 5/21/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 38,053 | 38,097 | 44 | 0 | 44 | 1 | | | |
| 5/22/2024 | | SOUTH WINDSOR | WATERBURY, NB | SOUTH WINDSOR | 38,097 | 38,154 | 57 | 13 | 44 | 1 | | | |
| 5/23/2024 | | SOUTH WINDSOR | NB, CAPITAL, BRIDGEPORT | SOUTH WINDSOR | 38,154 | 38,243 | 89 | 45 | 44 | 1 | | | |
| 5/24/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 38,243 | 38,288 | 45 | 0 | 45 | 1 | | | |
| 5/25/2024 | | | | | 38,288 | 38,288 | 0 | 0 | 0 | 1 | | | |
| 5/26/2024 | | | | | 38,288 | 38,288 | 0 | 0 | 0 | 1 | | | |
| 5/27/2024 | | SOUTH WINDSOR | MEMORIAL DAY | SOUTH WINDSOR | 38,288 | 38,288 | 0 | 0 | 0 | 1 | | | |
| 5/28/2024 | | SOUTH WINDSOR | UNCASVILLE, NB, NEW HAVEN | SOUTH WINDSOR | 38,288 | 38,512 | 224 | 180 | 44 | 1 | | | |
| 5/29/2024 | | SOUTH WINDSOR | ROCKY HILL, NB | SOUTH WINDSOR | 38,512 | 38,576 | 64 | 20 | 44 | 1 | | | |
| 5/30/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 38,576 | 38,620 | 44 | 0 | 44 | 1 | | | |
| 5/31/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 38,620 | 38,664 | 44 | 0 | 44 | 1 | | | |

0

| | | | | |
|-------------------------------|--|-------|-------|-----|
| TOTAL | | 2,074 | 1,144 | 930 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | | |
|---|---------------|------------------|--|---------------|---|-----------------------|---|-------------------|---------------|--------------------|
| REPORT FOR (Month, Year) 6/1/2024 | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | | | | |
| | | | | 1,221 | | | | | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | | | |
| Send Report -> OFFICE OF STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) |

| | | | | | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|----------|---------------|---------------------------------------|---------------|----------------------------|-------------------------|---------------------|-------------------------|------------------------|-------------------|-----------------------|--------|------------------------|--------|
| DAY | TOR SIGN | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | | | | | | | Starting | Ending | Starting | Ending |
| 6/1/2024 | | | | | 38,664 | 38,664 | 0 | 0 | 0 | 1 | | | | |
| 6/2/2024 | | | | | 38,664 | 38,664 | 0 | 0 | 0 | 1 | | | | |
| 6/3/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 38,664 | 38,709 | 45 | 0 | 45 | 1 | | | | |
| 6/4/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 38,709 | 38,754 | 45 | 0 | 45 | 1 | | | | |
| 6/5/2024 | | SOUTH WINDSOR | NB, BRISTOL | SOUTH WINDSOR | 38,754 | 38,821 | 67 | 24 | 43 | 1 | | | | |
| 6/6/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 38,821 | 38,866 | 45 | 0 | 45 | 1 | | | | |
| 6/7/2024 | | SOUTH WINDSOR | NB, NEW HAVEN | SOUTH WINDSOR | 38,866 | 38,970 | 104 | 60 | 44 | 1 | | | | |
| 6/8/2024 | | | | | 38,970 | 38,970 | 0 | 0 | 0 | 1 | | | | |
| 6/9/2024 | | | | | 38,970 | 38,970 | 0 | 0 | 0 | 1 | | | | |
| 6/10/2024 | | SOUTH WINDSOR | CAPITAL, BRIDGEPORT | SOUTH WINDSOR | 38,970 | 39,107 | 137 | 93 | 44 | 1 | | | | |
| 6/11/2024 | | SOUTH WINDSOR | NB, CAPITAL | SOUTH WINDSOR | 39,107 | 39,159 | 52 | 8 | 44 | 1 | | | | |
| 6/12/2024 | | SOUTH WINDSOR | NB, CCSU , NB | SOUTH WINDSOR | 39,159 | 39,232 | 73 | 29 | 44 | 1 | | | | |
| 6/13/2024 | | SOUTH WINDSOR | NB, STAMFORD, NB | SOUTH WINDSOR | 39,232 | 39,446 | 214 | 171 | 43 | 1 | | | | |
| 6/14/2024 | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 39,446 | 39,522 | 76 | 32 | 44 | 1 | | | | |
| 6/15/2024 | | | | | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/16/2024 | | | | | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/17/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/18/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/19/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/20/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/21/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/22/2024 | | | | | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/23/2024 | | | | | 39,522 | 39,522 | 0 | 0 | 0 | 1 | | | | |
| 6/24/2024 | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 39,522 | 39,572 | 50 | 7 | 43 | 1 | | | | |
| 6/25/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 39,572 | 39,616 | 44 | 0 | 44 | 1 | | | | |
| 6/26/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 39,616 | 39,660 | 44 | 0 | 44 | 1 | | | | |
| 6/27/2024 | | SOUTH WINDSOR | NB, CENTRAL, NB | SOUTH WINDSOR | 39,660 | 39,722 | 62 | 17 | 45 | 1 | | | | |
| 6/28/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 39,722 | 39,766 | 44 | 0 | 44 | 1 | | | | |
| 6/29/2024 | | SOUTH WINDSOR | FOXWOODS | SOUTH WINDSOR | 39,766 | 39,885 | 119 | 75 | 44 | 1 | | | | |
| 6/30/2024 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

0

| | | | |
|----------------------------|--|-------|-----|
| TOTAL | | 1,221 | 516 |
| AGENCY APPROVAL SIGNATURE: | | | |

705

*OPERATORS STATEMENT: I certify that the information Necessary, and in conformance with State regulations. I have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE

☐ TEMPORARILY
ASSIGNED

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

☒ PERMANENTLY
ASSIGNED

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.

*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | | | | |
|--------------------------|--|-------------------------------------|--------|------------------|---------------|--|--|-------------------------------------|--|--|-------------------------------------|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | | REGISTRATION No. | | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. | | | | | | |
| | | | | | 1,830 | | | | | | |
| No. days car used: | | Gas | State | Stations | Commercial | Total for mo. | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED (Include AM or PM) |

| Vehicle was used or not. *Vehicle may be driven by licensed driver only. | | | | | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE | NON- BUSINESS | TOTAL ROUND | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|--|----------|---------------|---------------------------------------|---------------|-----------------------|--------------------|----------------|-------------------|------------------|----------------|--------------------------|--------|---------------------------|--------|
| DAY | TOR SIGN | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending |
| 7/1/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 39,885 | 39,930 | 45 | 0 | 45 | 1 | | | | |
| 7/2/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 39,930 | 39,975 | 45 | 0 | 45 | 1 | | | | |
| 7/3/2024 | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 39,975 | 40,081 | 106 | 62 | 44 | 1 | | | | |
| 7/4/2024 | | SOUTH WINDSOR | CLOSED | SOUTH WINDSOR | 40,081 | 40,081 | 0 | 0 | 0 | 1 | | | | |
| 7/5/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 40,081 | 40,126 | 45 | 0 | 45 | 1 | | | | |
| 7/6/2024 | | | | | 40,126 | 40,126 | 0 | 0 | 0 | 1 | | | | |
| 7/7/2024 | | | | | 40,126 | 40,126 | 0 | 0 | 0 | 1 | | | | |
| 7/8/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 40,126 | 40,171 | 45 | 0 | 45 | 1 | | | | |
| 7/9/2024 | | SOUTH WINDSOR | NB, CAPITAL, NB, HARTFORD | SOUTH WINDSOR | 40,171 | 40,325 | 154 | 109 | 45 | 1 | | | | |
| 7/10/2024 | | SOUTH WINDSOR | NB, CAPITAL | SOUTH WINDSOR | 40,325 | 40,404 | 79 | 35 | 44 | 1 | | | | |
| 7/11/2024 | | SOUTH WINDSOR | NEW HAVEN, MIDDLESEX, NB | SOUTH WINDSOR | 40,404 | 40,560 | 156 | 112 | 44 | 1 | | | | |
| 7/12/2024 | | SOUTH WINDSOR | NB, WINDSOR LOCKS | SOUTH WINDSOR | 40,560 | 40,728 | 168 | 124 | 44 | 1 | | | | |
| 7/13/2024 | | | | | 40,728 | 40,728 | 0 | 0 | 0 | 1 | | | | |
| 7/14/2024 | | | | | 40,728 | 40,728 | 0 | 0 | 0 | 1 | | | | |
| 7/15/2024 | | SOUTH WINDSOR | WINDSOR LOCKS | SOUTH WINDSOR | 40,728 | 40,778 | 50 | 6 | 44 | 1 | | | | |
| 7/16/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 40,778 | 40,823 | 45 | 0 | 45 | 1 | | | | |
| 7/17/2024 | | SOUTH WINDSOR | NEW HAVEN, NB | SOUTH WINDSOR | 40,823 | 40,927 | 104 | 59 | 45 | 1 | | | | |
| 7/18/2024 | | SOUTH WINDSOR | NAUGATUCK VALLEY, NB | SOUTH WINDSOR | 40,927 | 41,042 | 115 | 71 | 44 | 1 | | | | |
| 7/19/2024 | | SOUTH WINDSOR | NB, ROCKY HILL, NB | SOUTH WINDSOR | 41,042 | 41,122 | 80 | 36 | 44 | 1 | | | | |
| 7/20/2024 | | | | | 41,122 | 41,122 | 0 | 0 | 0 | 1 | | | | |
| 7/21/2024 | | | | | 41,122 | 41,122 | 0 | 0 | 0 | 1 | | | | |
| 7/22/2024 | | SOUTH WINDSOR | NB, TUNXIS, NB | SOUTH WINDSOR | 41,122 | 41,233 | 111 | 67 | 44 | 1 | | | | |
| 7/23/2024 | | SOUTH WINDSOR | TUNXIS | SOUTH WINDSOR | 41,233 | 41,287 | 54 | 10 | 44 | 1 | | | | |
| 7/24/2024 | | SOUTH WINDSOR | GATEWAY, NB | SOUTH WINDSOR | 41,287 | 41,415 | 128 | 85 | 43 | 1 | | | | |
| 7/25/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,415 | 41,460 | 45 | 0 | 45 | 1 | | | | |
| 7/26/2024 | | SOUTH WINDSOR | NB , GATEWAY, NB | SOUTH WINDSOR | 41,460 | 41,574 | 114 | 70 | 44 | 1 | | | | |
| 7/27/2024 | | | | | 41,574 | 41,574 | 0 | 0 | 0 | 1 | | | | |
| 7/28/2024 | | | | | 41,574 | 41,574 | 0 | 0 | 0 | 1 | | | | |
| 7/29/2024 | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 41,574 | 41,625 | 51 | 7 | 44 | 1 | | | | |
| 7/30/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,625 | 41,670 | 45 | 0 | 45 | 1 | | | | |
| 7/31/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,670 | 41,715 | 45 | 0 | 45 | 1 | | | | |

0

| | | | | | | |
|-----------------|--|--|--|-------|-----|-----|
| TOTAL | | | | 1,830 | 853 | 977 |
| AGENCY APPROVAL | | | | | | |
| SIGNATURE: | | | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE

TEMPORARILY
ASSIGNED

MONTH USAGE REPORT
CCP-40REV. 3/86

(Stock No. 6938-218-01)

PERMANENTLY
ASSIGNED

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | |
|--|---------------|------------------|-------------------------------------|----------------|----------------------------------|---------------|--|--|
| REPORT FOR (Month, Year) | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: | | AGENCY No. | | ALLOCATION OF MILEAGE | |
| 8/1/2024 | | | BOT/Conn. State University | | 7801 | | The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | | | Mileage | Ending | Starting | Total for mo. | | |
| | | | | | | 530 | | |
| No. days | | | Gas | State Stations | Commercial | Total for mo. | | |
| car used: | | | | | | | | |
| Send Report -> OFFICE OF to STATE FLEET OPERATIONS | | | CAR PARKED OR GARAGED OVERNIGHT AT: | | Is this property owned or leased | | X Yes NO | |
| | | | As above | | | | | |
| | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | | TIME CAR USED | |
| | | | | | | | (Include AM or PM) | |

| DAY | OR SIG | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | OUTSIDE NORMAL WORKDAY |
|-----------|--------|---------------|---------------------------------------|---------------|----------------------------|-------------------------|---------------------|-------------------------|------------------------|-------------------|-----------------------|------------------------|
| 8/1/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,715 | 41,759 | 44 | 0 | 44 | 1 | | |
| 8/2/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,759 | 41,803 | 44 | 0 | 44 | 1 | | |
| 8/3/2024 | | | | | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/4/2024 | | | | | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/5/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/6/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/7/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/8/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/9/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/10/2024 | | | | | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/11/2024 | | | | | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/12/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/13/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/14/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/15/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/16/2024 | | SOUTH WINDSOR | VACA | SOUTH WINDSOR | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/17/2024 | | | | | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/18/2024 | | | | | 41,803 | 41,803 | 0 | 0 | 0 | 1 | | |
| 8/19/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,803 | 41,847 | 44 | 0 | 44 | 1 | | |
| 8/20/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,847 | 41,891 | 44 | 0 | 44 | 1 | | |
| 8/21/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,891 | 41,935 | 44 | 0 | 44 | 1 | | |
| 8/22/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,935 | 41,979 | 44 | 0 | 44 | 1 | | |
| 8/23/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 41,979 | 42,023 | 44 | 0 | 44 | 1 | | |
| 8/24/2024 | | | | | 42,023 | 42,023 | 0 | 0 | 0 | 1 | | |
| 8/25/2024 | | | | | 42,023 | 42,023 | 0 | 0 | 0 | 1 | | |
| 8/26/2024 | | SOUTH WINDSOR | NB, MANCHESTER, HARTFORD | WINDSOR LOCKS | 42,023 | 42,105 | 82 | 38 | 44 | 1 | | |
| 8/27/2024 | | WINDSOR LOCKS | WINDSOR LOCKS | SOUTH WINDSOR | 42,105 | 42,122 | 17 | 0 | 17 | 1 | | |
| 8/28/2024 | | | AT CONFERENCE | | 42,122 | 42,122 | 0 | 0 | 0 | 1 | | |
| 8/29/2024 | | WINDSOR LOCKS | WINDSOR LOCKS, NB | SOUTH WINDSOR | 42,122 | 42,201 | 79 | 35 | 44 | 1 | | |
| 8/30/2024 | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 42,201 | 42,245 | 44 | 0 | 44 | 1 | | |
| 8/31/2024 | | | | | - | 0 | 0 | 0 | 0 | 1 | | |

0

| | | | |
|-----------------|--|-----|----|
| TOTAL | | 530 | 73 |
| AGENCY APPROVAL | | | |
| SIGNATURE: | | | |

457

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE ☐ TEMPORARILY
ASSIGNED
MONTH USAGE REPORT
CCP-40REV. 3/86 ☐ PERMANENTLY
(Stock No. 6938-218-0) ☒ ASSIGNED

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | |
|--------------------------|------------------------|----------------|----------------------------|---|--|--|---------------|--------------------|
| REPORT FOR (Month, Year) | EQUIPMENT No. | REGIST | NAME OF USING AGENCY: | AGENCY No. | ALLOCATION OF MILEAGE | | | |
| 9/1/2024 | | | BOT/Conn. State University | 7801 | The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | | |
| SUMMARY | Mileage | Ending | S Total for mo. | OFFICIAL DUTY STATION: | | Is this property owned or leased <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | | |
| | | | 1,689 | 61 Woodland Street Hartford, CT 06105-2337 | | | | |
| No. days | Gas | State Stations | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: | | | | |
| car used: | | | | As above | | | | |
| Send | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) |
| Report -> | OFFICE OF | | | | | | | |
| to | STATE FLEET OPERATIONS | | | | | | | |

| DAY | | R SI | STARTING TOWN | NS STOPPED AT ON OFFICIAL BUSI | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--|------|---------------|--------------------------------|---------------|----------------------------|-------------------------|---------------------|-------------------------|------------------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | | | | | | | | Starting | Ending | Starting | Ending |
| 9/1/2024 | | | | | | 42,245 | 42,245 | 0 | 0 | 0 | 1 | | | | |
| 9/2/2024 | | | SOUTH WINDSOR | HOLIDAY | SOUTH WINDSOR | 42,245 | 42,245 | 0 | 0 | 0 | 1 | | | | |
| 9/3/2024 | | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 42,245 | 42,313 | 68 | 24 | 44 | 1 | | | | |
| 9/4/2024 | | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 42,313 | 42,383 | 70 | 26 | 44 | 1 | | | | |
| 9/5/2024 | | | SOUTH WINDSOR | NB, GATEWAY, NB | SOUTH WINDSOR | 42,383 | 42,482 | 99 | 55 | 44 | 1 | | | | |
| 9/6/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 42,482 | 42,526 | 44 | 0 | 44 | 1 | | | | |
| 9/7/2024 | | | | | | 42,526 | 42,526 | 0 | 0 | 0 | 1 | | | | |
| 9/8/2024 | | | | | | 42,526 | 42,526 | 0 | 0 | 0 | 1 | | | | |
| 9/9/2024 | | | SOUTH WINDSOR | NB, NEW HAVEN, NB | SOUTH WINDSOR | 42,526 | 42,656 | 130 | 86 | 44 | 1 | | | | |
| 9/10/2024 | | | SOUTH WINDSOR | WINSTED, NB | SOUTH WINDSOR | 42,656 | 42,738 | 82 | 38 | 44 | 1 | | | | |
| 9/11/2024 | | | SOUTH WINDSOR | TUNXIS, NB | SOUTH WINDSOR | 42,738 | 42,823 | 85 | 42 | 43 | 1 | | | | |
| 9/12/2024 | | | SOUTH WINDSOR | GATEWAY, NB | SOUTH WINDSOR | 42,823 | 42,923 | 100 | 56 | 44 | 1 | | | | |
| 9/13/2024 | | | SOUTH WINDSOR | NAUGATUCK VALLEY, NB | SOUTH WINDSOR | 42,923 | 43,017 | 94 | 51 | 43 | 1 | | | | |
| 9/14/2024 | | | | | | 43,017 | 43,017 | 0 | 0 | 0 | 1 | | | | |
| 9/15/2024 | | | | | | 43,017 | 43,017 | 0 | 0 | 0 | 1 | | | | |
| 9/16/2024 | | | SOUTH WINDSOR | NB, CCSU, NB | SOUTH WINDSOR | 43,017 | 43,091 | 74 | 30 | 44 | 1 | | | | |
| 9/17/2024 | | | SOUTH WINDSOR | MIDDLESEX, NB, HOUSATONIC | SOUTH WINDSOR | 43,091 | 43,242 | 151 | 108 | 43 | 1 | | | | |
| 9/18/2024 | | | SOUTH WINDSOR | NB, THREE RIVERS | SOUTH WINDSOR | 43,242 | 43,355 | 113 | 69 | 44 | 1 | | | | |
| 9/19/2024 | | | SOUTH WINDSOR | NORTH HAVEN , FARMINGTON | SOUTH WINDSOR | 43,355 | 43,468 | 113 | 69 | 44 | 1 | | | | |
| 9/20/2024 | | | SOUTH WINDSOR | NEW HAVEN, NB | SOUTH WINDSOR | 43,468 | 43,580 | 112 | 68 | 44 | 1 | | | | |
| 9/21/2024 | | | | | | 43,580 | 43,580 | 0 | 0 | 0 | 1 | | | | |
| 9/22/2024 | | | | | | 43,580 | 43,580 | 0 | 0 | 0 | 1 | | | | |
| 9/23/2024 | | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 43,580 | 43,635 | 55 | 11 | 44 | 1 | | | | |
| 9/24/2024 | | | SOUTH WINDSOR | OFF | SOUTH WINDSOR | 43,635 | 43,635 | 0 | 0 | 0 | 1 | | | | |
| 9/25/2024 | | | SOUTH WINDSOR | NEWPORT, RI | SOUTH WINDSOR | 43,635 | 43,890 | 255 | 211 | 44 | 1 | | | | |
| 9/26/2024 | | | SOUTH WINDSOR | OUT OF STATE | SOUTH WINDSOR | 43,890 | 43,890 | 0 | 0 | 0 | 1 | | | | |
| 9/27/2024 | | | SOUTH WINDSOR | OUT OF STATE | SOUTH WINDSOR | 43,890 | 43,890 | 0 | 0 | 0 | 1 | | | | |
| 9/28/2024 | | | | | | 43,890 | 43,890 | 0 | 0 | 0 | 1 | | | | |
| 9/29/2024 | | | | | | 43,890 | 43,890 | 0 | 0 | 0 | 1 | | | | |
| 9/30/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 43,890 | 43,934 | 44 | 0 | 44 | 1 | | | | |
| | | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

0

| | | | |
|-----------------|-------|-----|-----|
| TOTAL | 1,689 | 944 | 745 |
| AGENCY APPROVAL | | | |
| SIGNATURE: | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE ☐ TEMPORARILY
ASSIGNED
MONTH USAGE REPORT
CCP-40REV. 3/86 PERMANENTLY
(Stock No. 6938-218-0) ☒ ASSIGNED

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | |
|---|---------------|------------------|--|------------------------|--|---------------|--------------------|
| REPORT FOR (Month, Year) 10/1/2024 | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | AGENCY No. 7801 | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. 1,819 | | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | | | |
| Send Report -> OFFICE OF STATE FLEET OPERATIONS | | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased <input checked="" type="checkbox"/> Yes NO | | |
| | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) |

| DAY | | R SI | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON- BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|------------|--|------|---------------|---------------------------------------|---------------|----------------------------------|-------------------------------|---------------------------|-------------------------------|-------------------------------|-------------------------|--------------------------|--------|---------------------------|--------|
| | | | | | | | | | | | | Starting | Ending | Starting | Ending |
| 10/1/2024 | | | SOUTH WINDSOR | NORWALK, STAMFORD | STAMFORD | 43,934 | 44,119 | 185 | 141 | 44 | 1 | | | | |
| 10/2/2024 | | | SOUTH WINDSOR | IN NY CCAP MEETING | SOUTH WINDSOR | 44,119 | 44,119 | 0 | 0 | 0 | 1 | | | | |
| 10/3/2024 | | | SOUTH WINDSOR | STAMFORD, NB | SOUTH WINDSOR | 44,119 | 44,228 | 109 | 66 | 43 | 1 | | | | |
| 10/4/2024 | | | SOUTH WINDSOR | REMOTE | SOUTH WINDSOR | 44,228 | 44,228 | 0 | 0 | 0 | 1 | | | | |
| 10/5/2024 | | | SOUTH WINDSOR | GATEWAY, MIDDLESEX | SOUTH WINDSOR | 44,228 | 44,352 | 124 | 80 | 44 | 1 | | | | |
| 10/6/2024 | | | | | | 44,352 | 44,352 | 0 | 0 | 0 | 1 | | | | |
| 10/7/2024 | | | SOUTH WINDSOR | NB, CAPITAL | SOUTH WINDSOR | 44,352 | 44,410 | 58 | 14 | 44 | 1 | | | | |
| 10/8/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 44,410 | 44,454 | 44 | 0 | 44 | 1 | | | | |
| 10/9/2024 | | | SOUTH WINDSOR | TUNXIS, NB, NEW HAVEN | SOUTH WINDSOR | 44,454 | 44,573 | 119 | 75 | 44 | 1 | | | | |
| 10/10/2024 | | | SOUTH WINDSOR | ASNUNTUCK | SOUTH WINDSOR | 44,573 | 44,650 | 77 | 33 | 44 | 1 | | | | |
| 10/11/2024 | | | SOUTH WINDSOR | MIDDLESEX, NB | SOUTH WINDSOR | 44,650 | 44,733 | 83 | 39 | 44 | 1 | | | | |
| 10/12/2024 | | | | | | 44,733 | 44,733 | 0 | 0 | 0 | 1 | | | | |
| 10/13/2024 | | | | | | 44,733 | 44,733 | 0 | 0 | 0 | 1 | | | | |
| 10/14/2024 | | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 44,733 | 44,804 | 71 | 27 | 44 | 1 | | | | |
| 10/15/2024 | | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 44,804 | 44,876 | 72 | 28 | 44 | 1 | | | | |
| 10/16/2024 | | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 44,876 | 44,946 | 70 | 27 | 43 | 1 | | | | |
| 10/17/2024 | | | SOUTH WINDSOR | NB, HARTFORD, NB | SOUTH WINDSOR | 44,946 | 45,017 | 71 | 27 | 44 | 1 | | | | |
| 10/18/2024 | | | SOUTH WINDSOR | NB, CROMWELL, NB | SOUTH WINDSOR | 45,017 | 45,085 | 68 | 24 | 44 | 1 | | | | |
| 10/19/2024 | | | | | | 45,085 | 45,085 | 0 | 0 | 0 | 1 | | | | |
| 10/20/2024 | | | | | | 45,085 | 45,085 | 0 | 0 | 0 | 1 | | | | |
| 10/21/2024 | | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 45,085 | 45,157 | 72 | 28 | 44 | 1 | | | | |
| 10/22/2024 | | | SOUTH WINDSOR | NB, WEST HARTFORD, NB | SOUTH WINDSOR | 45,157 | 45,239 | 82 | 38 | 44 | 1 | | | | |
| 10/23/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 45,239 | 45,283 | 44 | 0 | 44 | 1 | | | | |
| 10/24/2024 | | | SOUTH WINDSOR | DANBURY, NB, HARTFORD | SOUTH WINDSOR | 45,283 | 45,383 | 100 | 57 | 43 | 1 | | | | |
| 10/25/2024 | | | SOUTH WINDSOR | NB, HARTFORD | SOUTH WINDSOR | 45,383 | 45,450 | 67 | 23 | 44 | 1 | | | | |
| 10/26/2024 | | | | | | 45,450 | 45,450 | 0 | 0 | 0 | 1 | | | | |
| 10/27/2024 | | | | | | 45,450 | 45,450 | 0 | 0 | 0 | 1 | | | | |
| 10/28/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 45,450 | 45,494 | 44 | 0 | 44 | 1 | | | | |
| 10/29/2024 | | | SOUTH WINDSOR | NB | SOUTH WINDSOR | 45,494 | 45,538 | 44 | 0 | 44 | 1 | | | | |
| 10/30/2024 | | | SOUTH WINDSOR | NB, NEW HAVEN | SOUTH WINDSOR | 45,538 | 45,650 | 112 | 68 | 44 | 1 | | | | |
| 10/31/2024 | | | SOUTH WINDSOR | NB, CAPITAL, NEW HAVEN | SOUTH WINDSOR | 45,650 | 45,753 | 103 | 59 | 44 | 1 | | | | |

0

| | | |
|-------------------------------|-------|-----|
| TOTAL | 1,819 | 854 |
| AGENCY APPROVAL SIGNATURE: | | |

965

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

Annual Automobile Lease Valuation - President's Vehicle

Per Comptroller's Memo # 2023-07

Annual period - 11/01/2022 - 10/31/2023

| 2022 GMC Acadia AT4 | Non- business Miles | Official State Business Miles | Total Miles | Gasoline \$0.055 / Non- business Miles | Monthly Rate (ALV / 365) * 30 ALV = \$12750 | Total Fringe Benefit |
|------------------------|---------------------------|-------------------------------------|----------------|--|---|-------------------------|
| (\$12750 / 365) * 30 | | | | | | |
| Nov-22 | 892 | 1,018 | 1,910 | \$49.06 | \$1,047.95 | \$1,097.01 |
| Dec-22 | 721 | 649 | 1,370 | \$39.66 | \$1,047.95 | \$1,087.60 |
| Jan-23 | 1,020 | 726 | 1,746 | \$56.10 | \$1,047.95 | \$1,104.05 |
| Feb-23 | 959 | 849 | 1,808 | \$52.75 | \$1,047.95 | \$1,100.69 |
| Mar-23 | 1,172 | 1,109 | 2,281 | \$64.46 | \$1,047.95 | \$1,112.41 |
| Apr-23 | 922 | 904 | 1,826 | \$50.71 | \$1,047.95 | \$1,098.66 |
| May-23 | 906 | 1,584 | 2,490 | \$49.83 | \$1,047.95 | \$1,097.78 |
| Jun-23 | 834 | 929 | 1,763 | \$45.87 | \$1,047.95 | \$1,093.82 |
| Jul-23 | 444 | 566 | 1,010 | \$24.42 | \$1,047.95 | \$1,072.37 |
| Aug-23 | 1,018 | 626 | 1,644 | \$55.99 | \$1,047.95 | \$1,103.94 |
| Sep-23 | 643 | 578 | 1,221 | \$35.37 | \$1,047.95 | \$1,083.31 |
| Oct-23 | 798 | 447 | 1,245 | \$43.89 | \$1,047.95 | \$1,091.84 |
| Total | 10,329 | 9,985 | 20,314 | \$568.10 | \$12,575.34 | \$13,143.44 |

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | | |
|--|---------------|------------------|--|---------------|---|-----------------------|---|-------------------|---------------|--------------------|
| REPORT FOR (Month, Year) 11/1/2022 | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | | | | |
| 6834 | | | | 1,910 | | | | | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased <div><div>X</div>Yes NO</div> | | | |
| Send Report -> OFFICE OF to STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) |

| Vehicle used or not. *Vehicle may be driven by licensed driver only. | | | | | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE | NON-BUSINESS | TOTAL ROUND | DURING NORMAL | OUTSIDE NORMAL | | |
|--|--------------------|---------------|---------------------------------------|-------------|--------------------|-----------------|-------------|----------------|--------------|-------------|---------------|----------------|----------|--------|
| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending |
| 11/1/2022 | | BETHANY | NB | BETHANY | 6,834 | 6,885 | 51 | 0 | 51 | 1 | | | | |
| 11/2/2022 | | BETHANY | NB | BETHANY | 6,885 | 6,901 | 16 | 0 | 16 | 1 | | | | |
| 11/3/2022 | | BETHANY | NB | BETHANY | 6,901 | 6,948 | 47 | 0 | 47 | 1 | | | | |
| 11/4/2022 | | BETHANY | Bridgeport and NB | BETHANY | 6,948 | 7,045 | 97 | 48 | 49 | 1 | | | | |
| 11/5/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/6/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/7/2022 | | BETHANY | Hartford and NB | BETHANY | 7,045 | 7,152 | 107 | 56 | 51 | 1 | | | | |
| 11/8/2022 | | BETHANY | NB | BETHANY | 7,152 | 7,204 | 52 | 0 | 52 | 1 | | | | |
| 11/9/2022 | | BETHANY | BRIDGEPORT & NB | BETHANY | 7,204 | 7,380 | 176 | 127 | 49 | 1 | | | | |
| 11/10/2022 | | BETHANY | STAMFORD & NB | BETHANY | 7,380 | 7,557 | 177 | 125 | 52 | 1 | | | | |
| 11/11/2022 | | BETHANY | NB, NORWICH, HTFD | BETHANY | 7,557 | 7,833 | 276 | 228 | 48 | 1 | | | | |
| 11/12/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/13/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/14/2022 | | BETHANY | NB & NBHS | BETHANY | 7,833 | 7,889 | 56 | 8 | 48 | 1 | | | | |
| 11/15/2022 | | BETHANY | NB | BETHANY | 7,889 | 7,940 | 51 | 0 | 51 | 1 | | | | |
| 11/16/2022 | | BETHANY | NB | BETHANY | 7,940 | 7,998 | 58 | 0 | 58 | 1 | | | | |
| 11/17/2022 | | BETHANY | NB & HTFD | BETHANY | 7,998 | 8,078 | 80 | 33 | 47 | 1 | | | | |
| 11/18/2022 | | BETHANY | NB & Middletown & New Haven | BETHANY | 8,078 | 8,184 | 106 | 82 | 24 | 1 | | | | |
| 11/19/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/20/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/21/2022 | | BETHANY | NB & HTFD | BETHANY | 8,184 | 8,261 | 77 | 53 | 24 | 1 | | | | |
| 11/22/2022 | | BETHANY | NB & FARMINGTON | BETHANY | 8,261 | 8,331 | 70 | 24 | 46 | 1 | | | | |
| 11/23/2022 | | BETHANY | NB & NORWALK & HTFD | BETHANY | 8,331 | 8,529 | 198 | 146 | 52 | 1 | | | | |
| 11/24/2022 | | | HOLIDAY | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/25/2022 | | | HOLIDAY | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/26/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/27/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 11/28/2022 | | BETHANY | NB | BETHANY | 8,529 | 8,578 | 49 | 0 | 49 | 1 | | | | |
| 11/29/2022 | | BETHANY | NB & DANBURY | BETHANY | 8,578 | 8,682 | 104 | 68 | 36 | 1 | | | | |
| 11/30/2022 | | BETHANY | NB & CENTRAL | BETHANY | 8,682 | 8,744 | 62 | 20 | 42 | 1 | | | | |
| | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

| | | | | | | |
|-----------------|--|--|--|-------|-------|-----|
| TOTAL | | | | 1,910 | 1,018 | 892 |
| AGENCY APPROVAL | | | | | | |
| SIGNATURE: | | | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE ☐ TEMPORARILY
ASSIGNED
MONTH USAGE REPORT
CCP-40REV. 3/86 PERMANENTLY
(Stock No. 6938-218 ☒ ASSIGNED

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | |
|--|---------------|------------------|--|-------------------------------------|---|--|-------------------------------------|
| REPORT FOR (Month, Year) 12/1/2022 | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | |
| | | | | 1,370 | | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | |
| Send Report -> OFFICE OF to STATE FLEET OPERATIONS | | | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED (Include AM or PM) |

| | | | | BEGINNING | ENDING | TOTAL | OFFICIAL | NON- | TOTAL | DURING NORMAL | | OUTSIDE NORMAL | |
|------------|---------------|---------------------------------------|-------------|-----------|----------|---------|----------|-----------|-------|---------------|--------|----------------|--------|
| | | | | ODOMETER | ODOMETER | MILES | STATE | BUSINESS | ROUND | WORKDAY | | WORKDAY | |
| DAY | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending |
| 12/1/2022 | BETHANY | NEW BRITAIN | BETHANY | 8,744 | 8,796 | 52 | 0 | 52 | 1 | | | | |
| 12/2/2022 | BETHANY | NB & NEW HAVEN | BETHANY | 8,796 | 8,883 | 87 | 52 | 35 | 1 | | | | |
| 12/3/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/4/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/5/2022 | BETHANY | NB | BETHANY | 8,883 | 8,938 | 55 | 0 | 55 | 1 | | | | |
| 12/6/2022 | BETHANY | NB & Seymour | BETHANY | 8,938 | 9,012 | 74 | 23 | 51 | 1 | | | | |
| 12/7/2022 | BETHANY | Boston NECHE meeting | BETHANY | 9,012 | 9,127 | 115 | 51 | 64 | 1 | | | | |
| 12/8/2022 | BETHANY | Boston NECHE meeting | BETHANY | 9,127 | 9,167 | 40 | 40 | 0 | 1 | | | | |
| 12/9/2022 | BETHANY | Boston NECHE meeting | BETHANY | 9,167 | 9,277 | 110 | 110 | 0 | 1 | | | | |
| 12/10/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/11/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/12/2022 | BETHANY | NB & Enfield | BETHANY | 9,277 | 9,396 | 119 | 68 | 51 | 1 | | | | |
| 12/13/2022 | BETHANY | NB | BETHANY | 9,396 | 9,447 | 51 | 0 | 51 | 1 | | | | |
| 12/14/2022 | BETHANY | NB | BETHANY | 9,447 | 9,500 | 53 | 0 | 53 | 1 | | | | |
| 12/15/2022 | BETHANY | NB & HARTFORD | BETHANY | 9,500 | 9,601 | 101 | 50 | 51 | 1 | | | | |
| 12/16/2022 | BETHANY | NB | BETHANY | 9,601 | 9,654 | 53 | 0 | 53 | 1 | | | | |
| 12/17/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/18/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/19/2022 | BETHANY | NB | BETHANY | 9,654 | 9,705 | 51 | 0 | 51 | 1 | | | | |
| 12/20/2022 | BETHANY | NB & NORWALK | BETHANY | 9,705 | 9,824 | 119 | 68 | 51 | 1 | | | | |
| 12/21/2022 | BETHANY | NB & HARTFORD & NEW HAVEN | BETHANY | 9,824 | 10,012 | 188 | 137 | 51 | 1 | | | | |
| 12/22/2022 | BETHANY | NB & HARTFORD | BETHANY | 10,012 | 10,114 | 102 | 50 | 52 | 1 | | | | |
| 12/23/2022 | BETHANY | VACATION | BETHANY | 10,114 | 10,114 | 0 | 0 | 0 | 1 | | | | |
| 12/24/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/25/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/26/2022 | BETHANY | HOLIDAY | BETHANY | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/27/2022 | BETHANY | VACATION | BETHANY | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/28/2022 | BETHANY | VACATION | BETHANY | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/29/2022 | BETHANY | VACATION | BETHANY | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/30/2022 | BETHANY | VACATION | BETHANY | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 12/31/2022 | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| | | | | | | | 0 | | | | | | |
| | | | | | | | 0 | | | | | | |

TOTAL 1,370 649 721

| | |
|-----------------|--|
| AGENCY APPROVAL | |
| SIGNATURE: | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

☐ TEMPORARILY
ASSIGNED

☒ PERMANENTLY
ASSIGNED

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | | | |
|--------------------------|---------------|------------------|----------------------------------|---------------|-----------------------|---|--|--------------------------------------|--|--------------------|
| REPORT FOR (Month, Year) | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: | | | AGENCY No. | | ALLOCATION OF MILEAGE | | |
| 1/1/2023 | | | BOT/Conn. State University | | | 7801 | | The value of total miles for day (s) | | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | OFFICIAL DUTY STATION: | | | not allocated by employee will be subject to taxation per IRS requirements. | |
| | | | | 1,746 | | 61 Woodland Street Hartford, CT 06105-2337 | | | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | | CAR PARKED OR GARAGED OVERNIGHT AT: | | | Is this property owned or leased <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| | | | | | | As above | | | | |
| Send Report -> to | | | OFFICE OF STATE FLEET OPERATIONS | | ALLOCATION OF MILEAGE | | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---------------------------------------|-------------|--------------------|-----------------|-------------|-------------------------|------------------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending |
| 1/1/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/2/2023 | | BETHANY | HOLIDAY | | 10,114 | 10,114 | 0 | 0 | 0 | 1 | | | | |
| 1/3/2023 | | BETHANY | VACATION | | 10,114 | 10,114 | 0 | 0 | 0 | 1 | | | | |
| 1/4/2023 | | BETHANY | NB & FARMINGTON | | 10,114 | 10,182 | 68 | 17 | 51 | 1 | | | | |
| 1/5/2023 | | BETHANY | NB & HARTFORD | | 10,182 | 10,285 | 103 | 52 | 51 | 1 | | | | |
| 1/6/2023 | | BETHANY | NB | | 10,285 | 10,335 | 50 | 0 | 50 | 1 | | | | |
| 1/7/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/8/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/9/2023 | | BETHANY | NB | | 10,335 | 10,386 | 51 | 0 | 51 | 1 | | | | |
| 1/10/2023 | | BETHANY | NB & CCSU | | 10,386 | 10,445 | 59 | 10 | 49 | 1 | | | | |
| 1/11/2023 | | BETHANY | NB | | 10,445 | 10,496 | 51 | 0 | 51 | 1 | | | | |
| 1/12/2023 | | BETHANY | NB & SCSU | | 10,496 | 10,598 | 102 | 51 | 51 | 1 | | | | |
| 1/13/2023 | | BETHANY | NB | | 10,598 | 10,649 | 51 | 0 | 51 | 1 | | | | |
| 1/14/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/15/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/16/2023 | | BETHANY | NB & HARTFORD | | 10,649 | 10,754 | 105 | 53 | 52 | 1 | | | | |
| 1/17/2023 | | BETHANY | NB & MIDDLETOWN | | 10,754 | 10,845 | 91 | 40 | 51 | 1 | | | | |
| 1/18/2023 | | BETHANY | NB & NAUGATUCK VALLEY | | 10,845 | 10,950 | 105 | 54 | 51 | 1 | | | | |
| 1/19/2023 | | BETHANY | NB & NORTHWESTERN | | 10,950 | 11,052 | 102 | 50 | 52 | 1 | | | | |
| 1/20/2023 | | BETHANY | NB & MANCHESTER | | 11,052 | 11,136 | 84 | 33 | 51 | 1 | | | | |
| 1/21/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/22/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/23/2023 | | BETHANY | NORWALK | | 11,136 | 11,229 | 93 | 43 | 50 | 1 | | | | |
| 1/24/2023 | | BETHANY | NB & MIDDLESEX | | 11,229 | 11,322 | 93 | 42 | 51 | 1 | | | | |
| 1/25/2023 | | BETHANY | NB & DANIELSON | | 11,322 | 11,494 | 172 | 121 | 51 | 1 | | | | |
| 1/26/2023 | | BETHANY | NB | | 11,494 | 11,546 | 52 | 0 | 52 | 1 | | | | |
| 1/27/2023 | | BETHANY | NB & NEW HAVEN | | 11,546 | 11,671 | 125 | 74 | 51 | 1 | | | | |
| 1/28/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/29/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 1/30/2023 | | BETHANY | NB & ENFIELD | | 11,671 | 11,792 | 121 | 70 | 51 | 1 | | | | |
| 1/31/2023 | | BETHANY | NB & FARMINGTON & NB | | 11,792 | 11,860 | 68 | 16 | 52 | 1 | | | | |

| | | | | |
|----------------------------|--|-------|-----|-------|
| TOTAL | | 1,746 | 726 | 1,020 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

| | | | | | | | | | |
|--------------------------|--|-------------------------------------|------------------|---|------------------------|--------------------|-------------------------------------|--|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. 1,808 | | | | |
| No. days car used: | | Gas | State Stations | Commercial | Total for mo. | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING |
| | | | | | | | TIME CAR USED | | (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE BUSINESS | NON- BUSINESS | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---------------------------------------|-------------|-----------------------|--------------------|----------------|-------------------------------|------------------|-------------------------|--------------------------|--------|---------------------------|--------|
| | | | | | READING | READING | FOR DAY | | | | Starting | Ending | Starting | Ending |
| 2/1/2023 | | BETHANY | NB, NEW HAVEN & HARTFORD | | 11,860 | 12,050 | 190 | 139 | 51 | 1 | | | | |
| 2/2/2023 | | BETHANY | NB | | 12,050 | 12,103 | 53 | 0 | 53 | 1 | | | | |
| 2/3/2023 | | BETHANY | NB | | 12,103 | 12,154 | 51 | 0 | 51 | 1 | | | | |
| 2/4/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/5/2023 | | | | | | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/6/2023 | BETHANY | | NB & WINDSOR | | 12,154 | 12,246 | 92 | 64 | 28 | 1 | | | | |
| 2/7/2023 | BETHANY | | NB, THOMPSON & WINDSOR | | 12,246 | 12,436 | 190 | 139 | 51 | 1 | | | | |
| 2/8/2023 | BETHANY | | NB | | 12,436 | 12,488 | 52 | 0 | 52 | 1 | | | | |
| 2/9/2023 | BETHANY | | NB & BRIDGEPORT | | 12,488 | 12,639 | 151 | 101 | 50 | 1 | | | | |
| 2/10/2023 | BETHANY | | NB & HARTFORD | | 12,639 | 12,744 | 105 | 54 | 51 | 1 | | | | |
| 2/11/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/12/2023 | | | | | | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/13/2023 | BETHANY | | NB | | 12,744 | 12,796 | 52 | 0 | 52 | 1 | | | | |
| 2/14/2023 | BETHANY | | NB | | 12,796 | 12,848 | 52 | 0 | 52 | 1 | | | | |
| 2/15/2023 | BETHANY | | NB, Legislative Bld, CSCU, NB | | 12,848 | 13,010 | 162 | 109 | 53 | 1 | | | | |
| 2/16/2023 | BETHANY | | NB & HARTFORD | | 13,010 | 13,111 | 101 | 48 | 53 | 1 | | | | |
| 2/17/2023 | BETHANY | | HOLIDAY | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/18/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/19/2023 | | | | | | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/20/2023 | BETHANY | | NB | | 13,111 | 13,163 | 52 | 0 | 52 | 1 | | | | |
| 2/21/2023 | BETHANY | | NB & HARTFORD | | 13,163 | 13,273 | 110 | 59 | 51 | 1 | | | | |
| 2/22/2023 | BETHANY | | NB & NORWICH | | 13,273 | 13,429 | 156 | 105 | 51 | 1 | | | | |
| 2/23/2023 | BETHANY | | NB & ROCKY HILL | | 13,429 | 13,512 | 83 | 31 | 52 | 1 | | | | |
| 2/24/2023 | BETHANY | | NB | | 13,512 | 13,564 | 52 | 0 | 52 | 1 | | | | |
| 2/25/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/26/2023 | | | | | | 0 | 0 | 0 | 0 | 1 | | | | |
| 2/27/2023 | BETHANY | | NB | | 13,564 | 13,616 | 52 | 0 | 52 | 1 | | | | |
| 2/28/2023 | BETHANY | | NB | | 13,616 | 13,668 | 52 | 0 | 52 | 1 | | | | |
| | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

0

| | | | | |
|-------------------------------|--|-------|-----|-----|
| TOTAL | | 1,808 | 849 | 959 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | |
|---|---------|---------------|------------------|--|---|--------------------|----------------------------------|---|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | | | |
| No. days car used: | | | | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO |
| Send Report -> OFFICE OF STATE FLEET OPERATIONS | | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING |
| | | | | | | | TIME CAR USED | | (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE BUSINESS | NON-BUSINESS | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---------------------------------------|-------------|--------------------|-----------------|-------------|-------------------------|--------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | READING | READING | FOR DAY | BUSINESS | COMMUTING | | Starting | Ending | Starting | Ending |
| 3/1/2023 | | BETHANY | NB | | 13,668 | 13,719 | 51 | 0 | 51 | 1 | | | | |
| 3/2/2023 | | BETHANY | NB & WEST HAVEN | | 13,719 | 13,830 | 111 | 60 | 51 | 1 | | | | |
| 3/3/2023 | | BETHANY | NB, WATERBURY, NORWALK, NB | | 13,830 | 13,992 | 162 | 110 | 52 | 1 | | | | |
| 3/4/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 3/5/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 3/6/2023 | BETHANY | | NB & HARTFORD & NB | | 13,992 | 14,114 | 122 | 70 | 52 | 1 | | | | |
| 3/7/2023 | BETHANY | | NB & HARTFORD & NB | | 14,114 | 14,234 | 120 | 69 | 51 | 1 | | | | |
| 3/8/2023 | BETHANY | | NB & HARTFORD & NB | | 14,234 | 14,357 | 123 | 72 | 51 | 1 | | | | |
| 3/9/2023 | BETHANY | | NB & HARTFORD & NB | | 14,357 | 14,479 | 122 | 69 | 53 | 1 | | | | |
| 3/10/2023 | BETHANY | | NB & MANCHESTER & HARTFORD | | 14,479 | 14,621 | 142 | 91 | 51 | 1 | | | | |
| 3/11/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 3/12/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 3/13/2023 | BETHANY | | NB | | 14,621 | 14,674 | 53 | 0 | 53 | 1 | | | | |
| 3/14/2023 | BETHANY | | NB | | 14,674 | 14,726 | 52 | 0 | 52 | 1 | | | | |
| 3/15/2023 | BETHANY | | NB & FARMINGTON & NB | | 14,726 | 14,793 | 67 | 16 | 51 | 1 | | | | |
| 3/16/2023 | BETHANY | | NB & HARTFORD & NB | | 14,793 | 14,911 | 118 | 67 | 51 | 1 | | | | |
| 3/17/2023 | BETHANY | | NB | | 14,911 | 14,963 | 52 | 0 | 52 | 1 | | | | |
| 3/18/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 3/19/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 3/20/2023 | BETHANY | | NB & NEW HAVEN & NB | | 14,963 | 15,072 | 109 | 58 | 51 | 1 | | | | |
| 3/21/2023 | BETHANY | | NB, ENFIELD, BERLIN, NB | | 15,072 | 15,201 | 129 | 78 | 51 | 1 | | | | |
| 3/22/2023 | BETHANY | | NB, MIDDLESEX, NB | | 15,201 | 15,288 | 87 | 35 | 52 | 1 | | | | |
| 3/23/2023 | BETHANY | | NB & HARTFORD & NB | | 15,288 | 15,408 | 120 | 68 | 52 | 1 | | | | |
| 3/24/2023 | BETHANY | | NB & FARMINGTON & NB | | 15,408 | 15,473 | 65 | 14 | 51 | 1 | | | | |
| 3/25/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 3/26/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 3/27/2023 | BETHANY | | NB, ECSU WILLIMANTIC, NB | | 15,473 | 15,604 | 131 | 79 | 52 | 1 | | | | |
| 3/28/2023 | BETHANY | | NB , MIDDLESEX , NB | | 15,604 | 15,690 | 86 | 35 | 51 | 1 | | | | |
| 3/29/2023 | BETHANY | | NB, DANIELSON | | 15,690 | 15,856 | 166 | 118 | 48 | 1 | | | | |
| 3/30/2023 | BETHANY | | NB | | 15,856 | 15,907 | 51 | 0 | 51 | 1 | | | | |
| 3/31/2023 | BETHANY | | WINDSOR | | 15,907 | 15,949 | 42 | 0 | 42 | 1 | | | | |

0

| | | | | |
|----------------------------|--|-------|-------|-------|
| TOTAL | | 2,281 | 1,109 | 1,172 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | |
|---|---------|----------------|------------------|--|---|--------------------|----------------------------------|---|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | | | |
| 4/1/2023 | | | | | | | | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO |
| Send Report -> OFFICE OF STATE FLEET OPERATIONS | | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING |
| | | | | | | | TIME CAR USED | | (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---------------------------------------|-------------|----------------------------|-------------------------|---------------------|-------------------------|------------------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | | | | | | | Starting | Ending | Starting | Ending |
| 4/1/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/2/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/3/2023 | | BETHANY | AT CONFERENCE | | 15,949 | 15,949 | 0 | 0 | 0 | 1 | | | | |
| 4/4/2023 | | BETHANY | NB, ENFIELD | | 15,949 | 16,062 | 113 | 113 | 0 | 1 | | | | |
| 4/5/2023 | | BETHANY | NB | | 16,062 | 16,114 | 52 | 0 | 52 | 1 | | | | |
| 4/6/2023 | | BETHANY | NB , ENFIELD, NB | | 16,114 | 16,251 | 137 | 86 | 51 | 1 | | | | |
| 4/7/2023 | | BETHANY | NB, DARIEN, NB | | 16,251 | 16,432 | 181 | 130 | 51 | 1 | | | | |
| 4/8/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/9/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/10/2023 | BETHANY | | NB | | 16,432 | 16,484 | 52 | 0 | 52 | 1 | | | | |
| 4/11/2023 | BETHANY | | NB | | 16,484 | 16,535 | 51 | 0 | 51 | 1 | | | | |
| 4/12/2023 | BETHANY | | NB | | 16,535 | 16,587 | 52 | 0 | 52 | 1 | | | | |
| 4/13/2023 | BETHANY | | NB | | 16,587 | 16,638 | 51 | 0 | 51 | 1 | | | | |
| 4/14/2023 | BETHANY | | NB, FARMINGTON, NB | | 16,638 | 16,702 | 64 | 13 | 51 | 1 | | | | |
| 4/15/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/16/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/17/2023 | BETHANY | | NB | | 16,702 | 16,754 | 52 | 0 | 52 | 1 | | | | |
| 4/18/2023 | BETHANY | | NB, BRIDGEPORT, NB | | 16,754 | 16,867 | 113 | 62 | 51 | 1 | | | | |
| 4/19/2023 | BETHANY | | NB, NEW HAVEN, NB | | 16,867 | 16,987 | 120 | 69 | 51 | 1 | | | | |
| 4/20/2023 | BETHANY | | NB, MERIDEN , NB | | 16,987 | 17,072 | 85 | 35 | 50 | 1 | | | | |
| 4/21/2023 | BETHANY | | NB | | 17,072 | 17,123 | 51 | 0 | 51 | 1 | | | | |
| 4/22/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/23/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/24/2023 | BETHANY | | NB, LEGISLATIVE BLD, CCC, NB | | 17,123 | 17,221 | 98 | 47 | 51 | 1 | | | | |
| 4/25/2023 | BETHANY | | NB | | 17,221 | 17,272 | 51 | 0 | 51 | 1 | | | | |
| 4/26/2023 | BETHANY | | NB, NORWALK, NEW HAVEN, MANCHESTER | | 17,272 | 17,450 | 178 | 127 | 51 | 1 | | | | |
| 4/27/2023 | BETHANY | | NB, OLD GREENWICH, NB | | 17,450 | 17,643 | 193 | 141 | 52 | 1 | | | | |
| 4/28/2023 | BETHANY | | NB, WINDSOR, HARTFORD | | 17,643 | 17,775 | 132 | 81 | 51 | 1 | | | | |
| 4/29/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 4/30/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

| | | | | | | |
|-----------------|--|--|--|-------|-----|-----|
| TOTAL | | | | 1,826 | 904 | 922 |
| AGENCY APPROVAL | | | | | | |
| SIGNATURE: | | | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

☐ TEMPORARILY
ASSIGNED

☒ PERMANENTLY
ASSIGNED

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | | | |
|--|---------|----------------|------------------|--|---|-----------------------|-------------------------------------|--|--|--------------------|
| REPORT FOR (Month, Year) 5/1/2023 | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | | | | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| Send Report -> OFFICE OF to STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE | NON- BUSINESS | TOTAL ROUND | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---|-------------|-----------------------|--------------------|----------------|-------------------|------------------|----------------|--------------------------|--------|---------------------------|--------|
| | | | | | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending |
| 5/1/2023 | | BETHANY | NB | | 17,775 | 17,827 | 52 | 0 | 52 | 1 | | | | |
| 5/2/2023 | | BETHANY | NB, NY FOR CCAP CONF | | 17,827 | 18,025 | 198 | 198 | 0 | 1 | | | | |
| 5/3/2023 | | BETHANY | CONF | | 18,025 | 18,025 | 0 | 0 | 0 | 1 | | | | |
| 5/4/2023 | | BETHANY | NB | | 18,025 | 18,078 | 53 | 0 | 53 | 1 | | | | |
| 5/5/2023 | | BETHANY | NB, PROVIDENCE RI (NEACEP Presentation) | | 18,078 | 18,346 | 268 | 242 | 26 | 1 | | | | |
| 5/6/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/7/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/8/2023 | | BETHANY | NB, FARMINGTON, NEW HAVEN | | 18,346 | 18,442 | 96 | 62 | 34 | 1 | | | | |
| 5/9/2023 | | BETHANY | NB, HARTFORD, NB, MIDDLETOWN | | 18,442 | 18,544 | 102 | 56 | 46 | 1 | | | | |
| 5/10/2023 | | BETHANY | NB, NEW HAVEN, NB | | 18,544 | 18,663 | 119 | 72 | 47 | 1 | | | | |
| 5/11/2023 | | BETHANY | ENFIELD, HARTFORD, DANIELSON | | 18,663 | 18,885 | 222 | 174 | 48 | 1 | | | | |
| 5/12/2023 | | BETHANY | NB, NORWALK | | 18,885 | 19,022 | 137 | 88 | 49 | 1 | | | | |
| 5/13/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/14/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/15/2023 | | BETHANY | NB, WILLIMANTIC, MANCHESTER | | 19,022 | 19,161 | 139 | 88 | 51 | 1 | | | | |
| 5/16/2023 | | BETHANY | NB, BRIDGEPORT, NB | | 19,161 | 19,274 | 113 | 63 | 50 | 1 | | | | |
| 5/17/2023 | | BETHANY | NB, BRIDGEPORT, NB | | 19,274 | 19,386 | 112 | 62 | 50 | 1 | | | | |
| 5/18/2023 | | BETHANY | NB, BRIDGEPORT, NB | | 19,386 | 19,496 | 110 | 61 | 49 | 1 | | | | |
| 5/19/2023 | | BETHANY | NB, NORWICH | | 19,496 | 19,651 | 155 | 104 | 51 | 1 | | | | |
| 5/20/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/21/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/22/2023 | | BETHANY | NB | | 19,651 | 19,703 | 52 | 0 | 52 | 1 | | | | |
| 5/23/2023 | | BETHANY | NB, IVORYTON | | 19,703 | 19,812 | 109 | 61 | 48 | 1 | | | | |
| 5/24/2023 | | BETHANY | WINSTED, DANBURY, NORWICH | | 19,812 | 20,033 | 221 | 169 | 52 | 1 | | | | |
| 5/25/2023 | | BETHANY | BRIDGEPORT, WATERBURY | | 20,033 | 20,115 | 82 | 34 | 48 | 1 | | | | |
| 5/26/2023 | | BETHANY | VACATION | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/27/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/28/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/29/2023 | | BETHANY | HOLIDAY | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 5/30/2023 | | BETHANY | NB | | 20,115 | 20,164 | 49 | 0 | 49 | 1 | | | | |
| 5/31/2023 | | BETHANY | NB & HARTFORD | | 20,164 | 20,265 | 101 | 50 | 51 | 1 | | | | |

0

| | | | | |
|-----------------|--|-------|-------|-----|
| TOTAL | | 2,490 | 1,584 | 906 |
| AGENCY APPROVAL | | | | |
| SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | |
|---|---------|---------------|------------------|--|---|--------------------|----------------------------------|---|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | | | | |
| No. days car used: | | | | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO |
| Send Report -> OFFICE OF STATE FLEET OPERATIONS | | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING |
| | | | | | | | TIME CAR USED | | (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE BUSINESS | NON-BUSINESS | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---------------------------------------|-------------|--------------------|-----------------|-------------|-------------------------|--------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | READING | READING | FOR DAY | BUSINESS | COMMUTING | | Starting | Ending | Starting | Ending |
| 6/1/2023 | | BETHANY | NB | | 20,265 | 20,314 | 49 | 0 | 49 | 1 | | | | |
| 6/2/2023 | | BETHANY | VACATION | | 20,314 | 20,314 | 0 | 0 | 0 | 1 | | | | |
| 6/3/2023 | | | | | 20,314 | 20,314 | 0 | 0 | 0 | 1 | | | | |
| 6/4/2023 | | | | | 20,314 | 20,314 | 0 | 0 | 0 | 1 | | | | |
| 6/5/2023 | | BETHANY | NB, CCSU, HARTFORD, NB | | 20,314 | 20,430 | 116 | 65 | 51 | 1 | | | | |
| 6/6/2023 | | BETHANY | NB, HARTFORD | | 20,430 | 20,532 | 102 | 51 | 51 | 1 | | | | |
| 6/7/2023 | | BETHANY | NB, HARTFORD | | 20,532 | 20,633 | 101 | 52 | 49 | 1 | | | | |
| 6/8/2023 | | BETHANY | NB | | 20,633 | 20,682 | 49 | 0 | 49 | 1 | | | | |
| 6/9/2023 | | BETHANY | NB | | 20,682 | 20,731 | 49 | 0 | 49 | 1 | | | | |
| 6/10/2023 | | | | | 20,731 | 20,731 | 0 | 0 | 0 | 1 | | | | |
| 6/11/2023 | | | | | 20,731 | 20,731 | 0 | 0 | 0 | 1 | | | | |
| 6/12/2023 | | BETHANY | NB | | 20,731 | 20,781 | 50 | 0 | 50 | 1 | | | | |
| 6/13/2023 | | BETHANY | NB, NEW HAVEN | | 20,781 | 20,860 | 79 | 45 | 34 | 1 | | | | |
| 6/14/2023 | | BETHANY | NB, BRIDGEPORT, MAINE (NECHE) | | 20,860 | 21,123 | 263 | 238 | 25 | 1 | | | | |
| 6/15/2023 | | BETHANY | MAINE, NB | | 21,123 | 21,316 | 193 | 193 | 0 | 1 | | | | |
| 6/16/2023 | | BETHANY | NB | | 21,316 | 21,365 | 49 | 0 | 49 | 1 | | | | |
| 6/17/2023 | | | | | 21,365 | 21,365 | 0 | 0 | 0 | 1 | | | | |
| 6/18/2023 | | | | | 21,365 | 21,365 | 0 | 0 | 0 | 1 | | | | |
| 6/19/2023 | | BETHANY | HOLIDAY | | 21,365 | 21,365 | 0 | 0 | 0 | 1 | | | | |
| 6/20/2023 | | BETHANY | NB, GROTON, NB | | 21,365 | 21,530 | 165 | 115 | 50 | 1 | | | | |
| 6/21/2023 | | BETHANY | NB,CCSU, NB, NEW HAVEN | | 21,530 | 21,608 | 78 | 47 | 31 | 1 | | | | |
| 6/22/2023 | | BETHANY | NB | | 21,608 | 21,657 | 49 | 0 | 49 | 1 | | | | |
| 6/23/2023 | | BETHANY | NB | | 21,657 | 21,707 | 50 | 0 | 50 | 1 | | | | |
| 6/24/2023 | | | | | 21,707 | 21,707 | 0 | 0 | 0 | 1 | | | | |
| 6/25/2023 | | | | | 21,707 | 21,707 | 0 | 0 | 0 | 1 | | | | |
| 6/26/2023 | | BETHANY | NB, BRIDGEPORT, NB | | 21,707 | 21,804 | 97 | 46 | 51 | 1 | | | | |
| 6/27/2023 | | BETHANY | NB | | 21,804 | 21,852 | 48 | 0 | 48 | 1 | | | | |
| 6/28/2023 | | BETHANY | NB | | 21,852 | 21,902 | 50 | 0 | 50 | 1 | | | | |
| 6/29/2023 | | BETHANY | NB, STORRS | | 21,902 | 22,028 | 126 | 77 | 49 | 1 | | | | |
| 6/30/2023 | | BETHANY | VACATION | | 22,028 | 22,028 | 0 | 0 | 0 | 1 | | | | |
| | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

| | | | | |
|----------------------------|--|-------|-----|-----|
| TOTAL | | 1,763 | 929 | 834 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

| | | | | | | | | | | | |
|--------------------------|--|-------------------------------------|----------------|------------------|------------------------|--|---|-----------------------|-------------------------------------|--|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | | REGISTRATION No. | | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. 1,010 | | | | | | |
| No. days car used: | | Gas | State Stations | Commercial | Total for mo. | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON- BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | OUTSIDE NORMAL WORKDAY |
|-----------|--------------------|---------------|---------------------------------------|-------------|----------------------------------|-------------------------------|---------------------------|-------------------------------|-------------------------------|-------------------------|--------------------------|---------------------------|
| 7/1/2023 | MOVED 7/1 | | | | - | 0 | 0 | 0 | 0 | 1 | | |
| 7/2/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | |
| 7/3/2023 | | SOUTH WINDSOR | VACATION | | 22,028 | 22,028 | 0 | 0 | 0 | 1 | | |
| 7/4/2023 | | SOUTH WINDSOR | HOLIDAY | | 22,028 | 22,028 | 0 | 0 | 0 | 1 | | |
| 7/5/2023 | | SOUTH WINDSOR | NB | | 22,028 | 22,077 | 49 | 0 | 49 | 1 | | |
| 7/6/2023 | | SOUTH WINDSOR | NB | | 22,077 | 22,125 | 48 | 0 | 48 | 1 | | |
| 7/7/2023 | | SOUTH WINDSOR | NB | | 22,125 | 22,175 | 50 | 0 | 50 | 1 | | |
| 7/8/2023 | | | | | 22,175 | 22,175 | 0 | 0 | 0 | 1 | | |
| 7/9/2023 | | | | | 22,175 | 22,175 | 0 | 0 | 0 | 1 | | |
| 7/10/2023 | | SOUTH WINDSOR | NB, MANCHESTER | | 22,175 | 22,264 | 89 | 40 | 49 | 1 | | |
| 7/11/2023 | | SOUTH WINDSOR | NB, MANCHESTER | | 22,264 | 22,351 | 87 | 39 | 48 | 1 | | |
| 7/12/2023 | | SOUTH WINDSOR | NB, HARTFORD, NB | | 22,351 | 22,449 | 98 | 49 | 49 | 1 | | |
| 7/13/2023 | | SOUTH WINDSOR | NB | | 22,449 | 22,500 | 51 | 0 | 51 | 1 | | |
| 7/14/2023 | | SOUTH WINDSOR | WINDSOR | | 22,500 | 22,602 | 102 | 102 | 0 | 1 | | |
| 7/15/2023 | | | | | 22,602 | 22,602 | 0 | 0 | 0 | 1 | | |
| 7/16/2023 | | | | | 22,602 | 22,602 | 0 | 0 | 0 | 1 | | |
| 7/17/2023 | | SOUTH WINDSOR | CONF | | 22,602 | 22,602 | 0 | 0 | 0 | 1 | | |
| 7/18/2023 | | SOUTH WINDSOR | CONF | | 22,602 | 22,602 | 0 | 0 | 0 | 1 | | |
| 7/19/2023 | | SOUTH WINDSOR | NB | | 22,602 | 22,651 | 49 | 0 | 49 | 1 | | |
| 7/20/2023 | | SOUTH WINDSOR | VACATION | | 22,651 | 22,651 | 0 | 0 | 0 | 1 | | |
| 7/21/2023 | | SOUTH WINDSOR | VACATION | | 22,651 | 22,651 | 0 | 0 | 0 | 1 | | |
| 7/22/2023 | | | | | 22,651 | 22,651 | 0 | 0 | 0 | 1 | | |
| 7/23/2023 | | | | | 22,651 | 22,651 | 0 | 0 | 0 | 1 | | |
| 7/24/2023 | | SOUTH WINDSOR | NCSGCC Boston Conference | | 22,651 | 22,940 | 289 | 289 | 0 | 1 | | |
| 7/25/2023 | | SOUTH WINDSOR | NCSGCC Boston Conference | | 22,940 | 22,940 | 0 | 0 | 0 | 1 | | |
| 7/26/2023 | | SOUTH WINDSOR | NCSGCC Boston Conference | | 22,940 | 22,940 | 0 | 0 | 0 | 1 | | |
| 7/27/2023 | | SOUTH WINDSOR | VACATION | | 22,940 | 22,940 | 0 | 0 | 0 | 1 | | |
| 7/28/2023 | | SOUTH WINDSOR | VACATION | | 22,940 | 22,940 | 0 | 0 | 0 | 1 | | |
| 7/29/2023 | | | | | 22,940 | 22,940 | 0 | 0 | 0 | 1 | | |
| 7/30/2023 | | | | | 22,940 | 22,940 | 0 | 0 | 0 | 1 | | |
| 7/31/2023 | | SOUTH WINDSOR | NB, HARTFORD | | 22,940 | 23,038 | 98 | 47 | 51 | 1 | | |

0

| | | | | |
|-------------------------------|--|-------|-----|-----|
| TOTAL | | 1,010 | 566 | 444 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | | | |
|--------------------------|--|-------------------------------------|------------------|--|---------------|---|-----------------------|---|-------------------|---------------|--------------------|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. | | | | | | |
| | | | | | 1,644 | | | | | | |
| No. days car used: | | Gas | State Stations | Commercial | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | | | |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON-BUSINESS | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | OUTSIDE NORMAL WORKDAY |
|-----------|--------------------|---------------|---------------------------------------|-------------|----------------------------|-------------------------|---------------------|-------------------------|--------------|-------------------|-----------------------|------------------------|
| 8/1/2023 | | SOUTH WINDSOR | NECHE in MA | | 23,038 | 23,161 | 123 | 123 | 0 | 1 | | |
| 8/2/2023 | | SOUTH WINDSOR | NB | | 23,161 | 23,203 | 42 | 0 | 42 | 1 | | |
| 8/3/2023 | | SOUTH WINDSOR | NB | | 23,203 | 23,248 | 45 | 0 | 45 | 1 | | |
| 8/4/2023 | | SOUTH WINDSOR | NB | | 23,248 | 23,293 | 45 | 0 | 45 | 1 | | |
| 8/5/2023 | | | | | 23,293 | 23,293 | 0 | 0 | 0 | 1 | | |
| 8/6/2023 | | | | | 23,293 | 23,293 | 0 | 0 | 0 | 1 | | |
| 8/7/2023 | | SOUTH WINDSOR | NB | | 23,293 | 23,340 | 47 | 0 | 47 | 1 | | |
| 8/8/2023 | | SOUTH WINDSOR | NB, NEW HAVEN | | 23,340 | 23,451 | 111 | 65 | 46 | 1 | | |
| 8/9/2023 | | SOUTH WINDSOR | NB, HARTFORD, NEW HAVEN | | 23,451 | 23,582 | 131 | 84 | 47 | 1 | | |
| 8/10/2023 | | SOUTH WINDSOR | NB | | 23,582 | 23,628 | 46 | 0 | 46 | 1 | | |
| 8/11/2023 | | SOUTH WINDSOR | NB | | 23,628 | 23,674 | 46 | 0 | 46 | 1 | | |
| 8/12/2023 | | | | | 23,674 | 23,674 | 0 | 0 | 0 | 1 | | |
| 8/13/2023 | | | | | 23,674 | 23,674 | 0 | 0 | 0 | 1 | | |
| 8/14/2023 | | SOUTH WINDSOR | NB | | 23,674 | 23,721 | 47 | 0 | 47 | 1 | | |
| 8/15/2023 | | SOUTH WINDSOR | NB & FARMINGTON | | 23,721 | 23,789 | 68 | 22 | 46 | 1 | | |
| 8/16/2023 | | SOUTH WINDSOR | NB & HARTFORD | | 23,789 | 23,841 | 52 | 15 | 37 | 1 | | |
| 8/17/2023 | | SOUTH WINDSOR | NB | | 23,841 | 23,891 | 50 | 0 | 50 | 1 | | |
| 8/18/2023 | | SOUTH WINDSOR | NB, NEW HAVEN, NB | | 23,891 | 24,002 | 111 | 65 | 46 | 1 | | |
| 8/19/2023 | | | | | 24,002 | 24,002 | 0 | 0 | 0 | 1 | | |
| 8/20/2023 | | | | | 24,002 | 24,002 | 0 | 0 | 0 | 1 | | |
| 8/21/2023 | | SOUTH WINDSOR | NB | | 24,002 | 24,048 | 46 | 0 | 46 | 1 | | |
| 8/22/2023 | | SOUTH WINDSOR | NB | | 24,048 | 24,094 | 46 | 0 | 46 | 1 | | |
| 8/23/2023 | | SOUTH WINDSOR | NB, CCSU, HARTFORD | | 24,094 | 24,180 | 86 | 43 | 43 | 1 | | |
| 8/24/2023 | | SOUTH WINDSOR | NB | | 24,180 | 24,226 | 46 | 0 | 46 | 1 | | |
| 8/25/2023 | | SOUTH WINDSOR | NB, MIDDLETOWN | | 24,226 | 24,298 | 72 | 21 | 51 | 1 | | |
| 8/26/2023 | | | | | 24,298 | 24,298 | 0 | 0 | 0 | 1 | | |
| 8/27/2023 | | | | | 24,298 | 24,298 | 0 | 0 | 0 | 1 | | |
| 8/28/2023 | | SOUTH WINDSOR | NB, NORWALK | | 24,298 | 24,464 | 166 | 116 | 50 | 1 | | |
| 8/29/2023 | | SOUTH WINDSOR | NB, HARTFORD, NB | | 24,464 | 24,562 | 98 | 50 | 48 | 1 | | |
| 8/30/2023 | | SOUTH WINDSOR | NB, MIDDLETOWN | | 24,562 | 24,634 | 72 | 22 | 50 | 1 | | |
| 8/31/2023 | | SOUTH WINDSOR | NB | | 24,634 | 24,682 | 48 | 0 | 48 | 1 | | |

0

| | | | | |
|----------------------------|--|-------|-----|-------|
| TOTAL | | 1,644 | 626 | 1,018 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | | | |
|--------------------------|--|-------------------------------------|----------------|------------------|---------------|--|---|-----------------------|----------------------------------|---|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | | REGISTRATION No. | | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. | | | | | | |
| No. days car used: | | Gas | State Stations | Commercial | Total for mo. | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON- BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | OUTSIDE NORMAL WORKDAY |
|-----------|--------------------|---------------|---------------------------------------|-------------|----------------------------------|-------------------------------|---------------------------|-------------------------------|-------------------------------|-------------------------|--------------------------|---------------------------|
| 9/1/2023 | | SOUTH WINDSOR | NB | | 24,682 | 24,730 | 48 | 0 | 48 | 1 | | |
| 9/2/2023 | | | | | 24,730 | 24,730 | 0 | 0 | 0 | 1 | | |
| 9/3/2023 | | | | | 24,730 | 24,730 | 0 | 0 | 0 | 1 | | |
| 9/4/2023 | | SOUTH WINDSOR | HOLIDAY | | 24,730 | 24,730 | 0 | 0 | 0 | 1 | | |
| 9/5/2023 | | SOUTH WINDSOR | NB | | 24,730 | 24,777 | 47 | 0 | 47 | 1 | | |
| 9/6/2023 | | SOUTH WINDSOR | NB, BRIDGEPORT, NB | | 24,777 | 24,914 | 137 | 89 | 48 | 1 | | |
| 9/7/2023 | | SOUTH WINDSOR | NB | | 24,914 | 24,962 | 48 | 0 | 48 | 1 | | |
| 9/8/2023 | | SOUTH WINDSOR | NB, NEW HAVEN | | 24,962 | 25,060 | 98 | 51 | 47 | 1 | | |
| 9/9/2023 | | | | | 25,060 | 25,060 | 0 | 0 | 0 | 1 | | |
| 9/10/2023 | | | | | 25,060 | 25,060 | 0 | 0 | 0 | 1 | | |
| 9/11/2023 | | SOUTH WINDSOR | AIRPORT - DOE SUMMIT | | 25,060 | 25,075 | 15 | 15 | 0 | 1 | | |
| 9/12/2023 | | SOUTH WINDSOR | DOE SUMMIT | | 25,075 | 25,075 | 0 | 0 | 0 | 1 | | |
| 9/13/2023 | | SOUTH WINDSOR | AIRPORT DOE SUMMIT | | 25,075 | 25,090 | 15 | 15 | 0 | 1 | | |
| 9/14/2023 | | SOUTH WINDSOR | NB, HARTFORD, NB | | 25,090 | 25,176 | 86 | 40 | 46 | 1 | | |
| 9/15/2023 | | SOUTH WINDSOR | NB, DANBURY | | 25,176 | 25,327 | 151 | 102 | 49 | 1 | | |
| 9/16/2023 | | | | | 25,327 | 25,327 | 0 | 0 | 0 | 1 | | |
| 9/17/2023 | | | | | 25,327 | 25,327 | 0 | 0 | 0 | 1 | | |
| 9/18/2023 | | | | | 25,327 | 25,327 | 0 | 0 | 0 | 1 | | |
| 9/19/2023 | | SOUTH WINDSOR | NB, MANCHESTER, NORWALK | | 25,327 | 25,425 | 98 | 52 | 46 | 1 | | |
| 9/20/2023 | | SOUTH WINDSOR | NB, HARTFORD | | 25,425 | 25,520 | 95 | 48 | 47 | 1 | | |
| 9/21/2023 | | SOUTH WINDSOR | NB, NEW HAVEN | | 25,520 | 25,621 | 101 | 55 | 46 | 1 | | |
| 9/22/2023 | | SOUTH WINDSOR | NB, NEW HAVEN, EAST HADDAM | | 25,621 | 25,780 | 159 | 111 | 48 | 1 | | |
| 9/23/2023 | | | | | 25,780 | 25,780 | 0 | 0 | 0 | 1 | | |
| 9/24/2023 | | | | | 25,780 | 25,780 | 0 | 0 | 0 | 1 | | |
| 9/25/2023 | | SOUTH WINDSOR | NB | | 25,780 | 25,826 | 46 | 0 | 46 | 1 | | |
| 9/26/2023 | | SOUTH WINDSOR | NB | | 25,826 | 25,873 | 47 | 0 | 47 | 1 | | |
| 9/27/2023 | | SOUTH WINDSOR | WINDSOR | | 25,873 | 25,903 | 30 | 0 | 30 | 1 | | |
| 9/28/2023 | | SOUTH WINDSOR | SUMMIT | | 25,903 | 25,903 | 0 | 0 | 0 | 1 | | |
| 9/29/2023 | | SOUTH WINDSOR | SUMMIT | | 25,903 | 25,903 | 0 | 0 | 0 | 1 | | |
| 9/30/2023 | | | | | 25,903 | 25,903 | 0 | 0 | 0 | 1 | | |
| | | | | | - | 0 | 0 | 0 | 0 | 1 | | |

| | | | | |
|-------------------------------|--|-------|-----|-----|
| TOTAL | | 1,221 | 578 | 643 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | | | | |
|--------------------------|--|-------------------------------------|------------------|---|---------------|---|-----------------------|---|-------------------|---------------|--------------------|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | | | |
| 10/1/2023 | | | | OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | | | | | | | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. | | | | | | | |
| No. days car used: | | Gas | State Stations | Commercial | Total for mo. | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | | | | |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) | |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|------------|--------------------|---------------|---------------------------------------|-------------|----------------------------|-------------------------|---------------------|-------------------------|------------------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | | | | | | | Starting | Ending | Starting | Ending |
| 10/1/2023 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/2/2023 | | SOUTH WINDSOR | NB | | 25,903 | 25,949 | 46 | 0 | 46 | 1 | | | | |
| 10/3/2023 | | SOUTH WINDSOR | NB, SCSU, NB | | 25,949 | 26,054 | 105 | 59 | 46 | 1 | | | | |
| 10/4/2023 | | SOUTH WINDSOR | NB,HARTFORD , NB | | 26,054 | 26,166 | 112 | 64 | 48 | 1 | | | | |
| 10/5/2023 | | SOUTH WINDSOR | NB | | 26,166 | 26,215 | 49 | 0 | 49 | 1 | | | | |
| 10/6/2023 | | SOUTH WINDSOR | NB | | 26,215 | 26,263 | 48 | 0 | 48 | 1 | | | | |
| 10/7/2023 | | | | | 26,263 | 26,263 | 0 | 0 | 0 | 1 | | | | |
| 10/8/2023 | | | | | 26,263 | 26,263 | 0 | 0 | 0 | 1 | | | | |
| 10/9/2023 | | SOUTH WINDSOR | NB | | 26,263 | 26,311 | 48 | 0 | 48 | 1 | | | | |
| 10/10/2023 | | SOUTH WINDSOR | ACCT LEADERSHIP CONF/WINDSOR | | 26,311 | 26,343 | 32 | 0 | 32 | 1 | | | | |
| 10/11/2023 | | SOUTH WINDSOR | ACCT LEADERSHIP CONF | | 26,343 | 26,343 | 0 | 0 | 0 | 1 | | | | |
| 10/12/2023 | | SOUTH WINDSOR | ACCT LEADERSHIP CONF | | 26,343 | 26,343 | 0 | 0 | 0 | 1 | | | | |
| 10/13/2023 | | SOUTH WINDSOR | NB | | 26,343 | 26,392 | 49 | 0 | 49 | 1 | | | | |
| 10/14/2023 | | | | | 26,392 | 26,392 | 0 | 0 | 0 | 1 | | | | |
| 10/15/2023 | | | | | 26,392 | 26,392 | 0 | 0 | 0 | 1 | | | | |
| 10/16/2023 | | SOUTH WINDSOR | CONF/WINDSOR | | 26,392 | 26,424 | 32 | 32 | 0 | 1 | | | | |
| 10/17/2023 | | SOUTH WINDSOR | CONF | | 26,424 | 26,424 | 0 | 0 | 0 | 1 | | | | |
| 10/18/2023 | | SOUTH WINDSOR | NB | | 26,424 | 26,473 | 49 | 0 | 49 | 1 | | | | |
| 10/19/2023 | | SOUTH WINDSOR | NB, HARTFORD | | 26,473 | 26,570 | 97 | 48 | 49 | 1 | | | | |
| 10/20/2023 | | SOUTH WINDSOR | NB, CROMWELL, MIDDLETOWN | | 26,570 | 26,671 | 101 | 53 | 48 | 1 | | | | |
| 10/21/2023 | | | | | 26,671 | 26,671 | 0 | 0 | 0 | 1 | | | | |
| 10/22/2023 | | | | | 26,671 | 26,671 | 0 | 0 | 0 | 1 | | | | |
| 10/23/2023 | | SOUTH WINDSOR | NB | | 26,671 | 26,671 | 0 | 0 | 0 | 1 | | | | |
| 10/24/2023 | | SOUTH WINDSOR | NB, HARTFORD, NB | | 26,671 | 26,768 | 97 | 51 | 46 | 1 | | | | |
| 10/25/2023 | | SOUTH WINDSOR | NB, NORWALK | | 26,768 | 26,930 | 162 | 114 | 48 | 1 | | | | |
| 10/26/2023 | | SOUTH WINDSOR | NB | | 26,930 | 26,978 | 48 | 0 | 48 | 1 | | | | |
| 10/27/2023 | | SOUTH WINDSOR | NB | | 26,978 | 27,026 | 48 | 0 | 48 | 1 | | | | |
| 10/28/2023 | | | | | 27,026 | 27,026 | 0 | 0 | 0 | 1 | | | | |
| 10/29/2023 | | | | | 27,026 | 27,026 | 0 | 0 | 0 | 1 | | | | |
| 10/30/2023 | | SOUTH WINDSOR | NB | | 27,026 | 27,074 | 48 | 0 | 48 | 1 | | | | |
| 10/31/2023 | | SOUTH WINDSOR | NB, BRISTOL | | 27,074 | 27,148 | 74 | 26 | 48 | 1 | | | | |

0

| | | | | |
|----------------------------|--|-------|-----|-----|
| TOTAL | | 1,245 | 447 | 798 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

Annual Automobile Lease Valuation - President's Vehicle**Per Comptroller's Memo # 2021-06****Annual period - 11/30/2021 - 10/31/2022**

| 2021 XLE Toyota Prius AWD | Non- business Miles | Official State Business Miles | Total Miles | Gasoline \$0.055 / Non- business Miles | Monthly Rate (ALV / 365) * 30 ALV = \$8,750 | Total Fringe Benefit |
|--|------------------------------------|--|------------------------|---|---|---------------------------------|
| <hr/> | | | | | | |
| | | | | | | (\$8750 / 365) * 30 |
| Jul-22 | 1,033 | 233 | 1,266 | \$56.82 | \$719.18 | \$775.99 |
| Aug-22 | 1,143 | 322 | 1,465 | \$62.87 | \$719.18 | \$782.04 |
| Sep-22 | 948 | 896 | 1,844 | \$52.14 | \$719.18 | \$771.32 |
| Oct-22 | 997 | 1,134 | 2,131 | \$54.84 | \$719.18 | \$774.01 |
| <hr/> | | | | | | |
| Total | 4,121 | 2,585 | 6,706 | \$226.66 | \$2,876.71 | \$3,103.37 |

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line.
*Make an entry for each day of month including Saturdays
Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

| | | | | | | | | | | | | | |
|--------------------------|--|----------------------------------|----------------|------------------|---------------|--|---|-----------------------|----------------------------------|---|--|--------------------|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | | REGISTRATION No. | | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | | | |
| 7/1/2022 | | | | | | | | | | | | | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. | | | | | | | | |
| | | | 1488 | 222 | 1,266 | | | | | | | | |
| No. days car used: | | Gas | State Stations | Commercial | Total for mo. | | CAR PARKED OR GARAGED OVERNIGHT AT: As above | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | | |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) | |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE | NON-BUSINESS | TOTAL ROUND | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---------------------------------------|-------------|--------------------|-----------------|-------------|----------------|--------------|-------------|-----------------------|--------|------------------------|--------|
| | | | | | READING | READING | FOR DAY | BUSINESS | COMMUTING | TRIPS | Starting | Ending | Starting | Ending |
| 7/1/2022 | | Bethany | Hartford & NB | Bethany | 222 | 297 | 75 | 25 | 50 | 1 | | | | |
| 7/2/2022 | | | | | | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/3/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/4/2022 | | | HOLIDAY | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/5/2022 | Bethany | | NB | Bethany | 297 | 353 | 56 | 0 | 56 | 1 | | | | |
| 7/6/2022 | Bethany | | NB | Bethany | 353 | 411 | 58 | 0 | 58 | 1 | | | | |
| 7/7/2022 | Bethany | | Hartford & NB | Bethany | 411 | 483 | 72 | 22 | 50 | 1 | | | | |
| 7/8/2022 | Bethany | | Hartford & NB | Bethany | 483 | 563 | 80 | 30 | 50 | 1 | | | | |
| 7/9/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/10/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/11/2022 | Bethany | | Hartford & NB | Bethany | 563 | 646 | 83 | 30 | 53 | 1 | | | | |
| 7/12/2022 | Bethany | | NB | Bethany | 646 | 702 | 56 | 0 | 56 | 1 | | | | |
| 7/13/2022 | Bethany | | Hartford & NB | Bethany | 702 | 776 | 74 | 25 | 49 | 1 | | | | |
| 7/14/2022 | Bethany | | NB | Bethany | 776 | 828 | 52 | 0 | 52 | 1 | | | | |
| 7/15/2022 | Bethany | | Middletown , Cheshire, NB | Bethany | 828 | 924 | 96 | 46 | 50 | 1 | | | | |
| 7/16/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/17/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/18/2022 | Bethany | | NB | Bethany | 924 | 978 | 54 | 0 | 54 | 1 | | | | |
| 7/19/2022 | Bethany | | NB | Bethany | 978 | 1,028 | 50 | 0 | 50 | 1 | | | | |
| 7/20/2022 | Bethany | | Farmington & NB | Bethany | 1,028 | 1,088 | 60 | 10 | 50 | 1 | | | | |
| 7/21/2022 | Bethany | | NB | Bethany | 1,088 | 1,140 | 52 | 0 | 52 | 1 | | | | |
| 7/22/2022 | Bethany | | Housatonic & NB | Bethany | 1,140 | 1,235 | 95 | 45 | 50 | 1 | | | | |
| 7/23/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/24/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/25/2022 | Bethany | | NB | Bethany | 1,235 | 1,285 | 50 | 0 | 50 | 1 | | | | |
| 7/26/2022 | Bethany | | NB | Bethany | 1,285 | 1,337 | 52 | 0 | 52 | 1 | | | | |
| 7/27/2022 | Bethany | | NB | Bethany | 1,337 | 1,387 | 50 | 0 | 50 | 1 | | | | |
| 7/28/2022 | Bethany | | NB | Bethany | 1,387 | 1,438 | 51 | 0 | 51 | 1 | | | | |
| 7/29/2022 | Bethany | | NB | Bethany | 1,438 | 1,488 | 50 | 0 | 50 | 1 | | | | |
| 7/30/2022 | | | | | | 0 | 0 | 0 | 0 | 1 | | | | |
| 7/31/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

| | | | | | | | |
|-----------------|--|--|--|--|-------|-----|-------|
| TOTAL | | | | | 1,266 | 233 | 1,033 |
| AGENCY APPROVAL | | | | | | | |
| SIGNATURE: | | | | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

☐ TEMPORARILY
ASSIGNED

☒ PERMANENTLY
ASSIGNED

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | | | | |
|--------------------------|--|----------------------------------|----------------|------------------|---------------|-------------------------------------|--|----------------------------------|--|---|--|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | | REGISTRATION No. | | NAME OF USING AGENCY: | | AGENCY No. | | ALLOCATION OF MILEAGE | |
| 8/1/2022 | | | | | | BOT/Conn. State University | | 7801 | | The value of total miles for day (s) | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. | OFFICIAL DUTY STATION: | | | | not allocated by employee will be subject to taxation per IRS requirements. | |
| | | | 2953 | 1488 | 1,465 | 61 Woodland Street | | | | | |
| No. days car used: | | Gas | State Stations | Commercial | Total for mo. | Hartford, CT 06105-2337 | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | CAR PARKED OR GARAGED OVERNIGHT AT: | | | | | |
| | | | | | | As above | | | | | |
| | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | | TIME CAR USED (Include AM or PM) | |

| Vehicle was used or not. *Vehicle may be driven by licensed driver only. | | | | | BEGINNING ODOMETER READING | ENDING ODOMETER READING | TOTAL MILES FOR DAY | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|--|--------------------|---------------|---------------------------------------|-------------|----------------------------|-------------------------|---------------------|-------------------------|------------------------|-------------------|-----------------------|--------|------------------------|--------|
| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | | | | | | | Starting | Ending | Starting | Ending |
| 8/1/2022 | | Bethany | NB | Bethany | 1,488 | 1,540 | 52 | 0 | 52 | 1 | | | | |
| 8/2/2022 | | Bethany | NB | Bethany | 1,540 | 1,591 | 51 | 0 | 51 | 1 | | | | |
| 8/3/2022 | | Bethany | NB | Bethany | 1,591 | 1,640 | 49 | 0 | 49 | 1 | | | | |
| 8/4/2022 | | Bethany | NB | Bethany | 1,640 | 1,688 | 48 | 0 | 48 | 1 | | | | |
| 8/5/2022 | | Bethany | NB | Bethany | 1,688 | 1,739 | 51 | 0 | 51 | 1 | | | | |
| 8/6/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 8/7/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 8/8/2022 | | Bethany | NB | Bethany | 1,739 | 1,789 | 50 | 0 | 50 | 1 | | | | |
| 8/9/2022 | | Bethany | NB | Bethany | 1,789 | 1,840 | 51 | 0 | 51 | 1 | | | | |
| 8/10/2022 | | Bethany | NB | Bethany | 1,840 | 1,889 | 49 | 0 | 49 | 1 | | | | |
| 8/11/2022 | | Bethany | Quinebaug Valley | Bethany | 1,889 | 2,056 | 167 | 118 | 49 | 1 | | | | |
| 8/12/2022 | | Bethany | NB | Bethany | 2,056 | 2,107 | 51 | 0 | 51 | 1 | | | | |
| 8/13/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 8/14/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 8/15/2022 | | Bethany | Hartford | Bethany | 2,107 | 2,183 | 76 | 25 | 51 | 1 | | | | |
| 8/16/2022 | | Bethany | NB | Bethany | 2,183 | 2,233 | 50 | 0 | 50 | 1 | | | | |
| 8/17/2022 | | Bethany | NB | Bethany | 2,233 | 2,282 | 49 | 0 | 49 | 1 | | | | |
| 8/18/2022 | | Bethany | NB | Bethany | 2,282 | 2,330 | 48 | 0 | 48 | 1 | | | | |
| 8/19/2022 | | Bethany | NB | Bethany | 2,330 | 2,381 | 51 | 0 | 51 | 1 | | | | |
| 8/20/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 8/21/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 8/22/2022 | | Bethany | NB | Bethany | 2,381 | 2,430 | 49 | 0 | 49 | 1 | | | | |
| 8/23/2022 | | Bethany | Hartford | Bethany | 2,430 | 2,509 | 79 | 30 | 49 | 1 | | | | |
| 8/24/2022 | | Bethany | NB | Bethany | 2,509 | 2,557 | 48 | 0 | 48 | 1 | | | | |
| 8/25/2022 | | Bethany | NB | Bethany | 2,557 | 2,606 | 49 | 0 | 49 | 1 | | | | |
| 8/26/2022 | | Bethany | NB | Bethany | 2,606 | 2,656 | 50 | 0 | 50 | 1 | | | | |
| 8/27/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 8/28/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 8/29/2022 | | Bethany | Stamford | Bethany | 2,656 | 2,826 | 170 | 120 | 50 | 1 | | | | |
| 8/30/2022 | | Bethany | NB | Bethany | 2,826 | 2,875 | 49 | 0 | 49 | 1 | | | | |
| 8/31/2022 | | Bethany | Hartford | Bethany | 2,875 | 2,953 | 78 | 29 | 49 | 1 | | | | |

| | | | | |
|----------------------------|--|-------|-----|-------|
| TOTAL | | 1,465 | 322 | 1,143 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official
or private. *Use addit. sheets
if necessary. *List each
trip on a separate line.
*Make an entry for each day
of month including Saturdays
Sundays, and holidays, whether
vehicle was used or not. *Vehicle
may be driven by licensed driver only.

☐ TEMPORARILY
ASSIGNED

☒ PERMANENTLY
ASSIGNED

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | | | | | |
|--------------------------|--|----------------------------------|----------------|------------------|---------------|----------------------------|---|-----------------------|----------------------------------|--------------------------------------|---|--------------------|
| REPORT FOR (Month, Year) | | EQUIPMENT No. | | REGISTRATION No. | | NAME OF USING AGENCY: | | AGENCY No. | | ALLOCATION OF MILEAGE | | |
| 9/1/2022 | | | | | | BOT/Conn. State University | | 7801 | | The value of total miles for day (s) | | |
| SUMMARY | | Mileage | Ending | Starting | Total for mo. | | OFFICIAL DUTY STATION: | | | | not allocated by employee will be subject to taxation per IRS requirements. | |
| | | | 4702 | 2953 | 1,845 | | 61 Woodland Street Hartford, CT 06105-2337 | | | | | |
| No. days car used: | | Gas | State Stations | Commercial | Total for mo. | | CAR PARKED OR GARAGED OVERNIGHT AT: | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| Send Report -> to | | OFFICE OF STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED | (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE BUSINESS | NON-BUSINESS COMMUTING | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|-----------|--------------------|---------------|---------------------------------------|-------------|--------------------|-----------------|-------------|-------------------------|------------------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | READING | READING | FOR DAY | BUSINESS | | | Starting | Ending | Starting | Ending |
| 9/1/2022 | | Bethany | NB | Bethany | 2,953 | 3,006 | 53 | 0 | 53 | 1 | | | | |
| 9/2/2022 | | Bethany | Hartford & NB | Bethany | 3,006 | 3,086 | 80 | 30 | 50 | 1 | | | | |
| 9/3/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/4/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/5/2022 | | | HOLIDAY | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/6/2022 | | Bethany | NB | Bethany | 3,086 | 3,135 | 49 | 0 | 49 | 1 | | | | |
| 9/7/2022 | | Bethany | Middletown & NB | Bethany | 3,135 | 3,212 | 77 | 27 | 50 | 1 | | | | |
| 9/8/2022 | | Bethany | Middletown & NB | Bethany | 3,212 | 3,288 | 76 | 26 | 50 | 1 | | | | |
| 9/9/2022 | | Bethany | Hartford & NB | Bethany | 3,288 | 3,363 | 75 | 24 | 51 | 1 | | | | |
| 9/10/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/11/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/12/2022 | | Bethany | NB | Bethany | 3,363 | 3,414 | 51 | 0 | 51 | 1 | | | | |
| 9/13/2022 | | Bethany | Norwalk & NB | Bethany | 3,414 | 3,568 | 154 | 104 | 50 | 1 | | | | |
| 9/14/2022 | | Bethany | Housatonic & NB | Bethany | 3,568 | 3,697 | 129 | 81 | 48 | 1 | | | | |
| 9/15/2022 | | Bethany | New Haven & NB | Bethany | 3,697 | 3,799 | 102 | 52 | 50 | 1 | | | | |
| 9/16/2022 | | Bethany | Hartford & NB | Bethany | 3,799 | 3,877 | 78 | 30 | 48 | 1 | | | | |
| 9/17/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/18/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/19/2022 | | Bethany | Hartford & NB | Bethany | 3,877 | 3,958 | 81 | 30 | 51 | 1 | | | | |
| 9/20/2022 | | Bethany | New London & NB | Bethany | 3,958 | 4,122 | 164 | 114 | 50 | 1 | | | | |
| 9/21/2022 | | Bethany | Manchester and Norwalk & NB | Bethany | 4,122 | 4,358 | 236 | 186 | 49 | 1 | | | | |
| 9/22/2022 | | Bethany | Middletown & NB | Bethany | 4,358 | 4,440 | 82 | 32 | 50 | 1 | | | | |
| 9/23/2022 | | Bethany | Hartford & NB | Bethany | 4,440 | 4,513 | 73 | 24 | 49 | 1 | | | | |
| 9/24/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/25/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/26/2022 | | Bethany | Quinebaug & NB | Bethany | 4,513 | 4,682 | 169 | 120 | 49 | 1 | | | | |
| 9/27/2022 | | Bethany | NB | Bethany | 4,682 | 4,732 | 50 | 0 | 50 | 1 | | | | |
| 9/28/2022 | | Bethany | Farmington & NB | Bethany | 4,636 | 4,702 | 66 | 16 | 50 | 1 | | | | |
| 9/29/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 9/30/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |

| | | | | |
|-----------------|--|-------|-----|-----|
| TOTAL | | 1,845 | 896 | 948 |
| AGENCY APPROVAL | | | | |
| SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information
Necessary, and in conformance with State regulations. I
have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."

STATE OWNED
MOTOR VEHICLE

MONTH USAGE REPORT
CCP-40REV. 3/86
(Stock No. 6938-218-01)

Record all travel, official or private. *Use addit. sheets if necessary. *List each trip on a separate line. *Make an entry for each day of month including Saturdays Sundays, and holidays, whether vehicle was used or not. *Vehicle may be driven by licensed driver only.

☐ TEMPORARILY
ASSIGNED

☒ PERMANENTLY
ASSIGNED

STATE OF CONNECTICUT DEPARTMENT OF ADMINISTRATIVE SERVICES

| | | | | | | | | | |
|--|---------|----------------|------------------|--|--|----------------------------------|--|---|----------------------------------|
| REPORT FOR (Month, Year) 10/1/2022 | | EQUIPMENT No. | REGISTRATION No. | NAME OF USING AGENCY: BOT/Conn. State University OFFICIAL DUTY STATION: 61 Woodland Street Hartford, CT 06105-2337 | | AGENCY No. 7801 | | ALLOCATION OF MILEAGE The value of total miles for day (s) not allocated by employee will be subject to taxation per IRS requirements. | |
| SUMMARY | Mileage | Ending | Starting | Total for mo. | | Is this property owned or leased | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> NO | |
| No. days car used: | Gas | State Stations | Commercial | Total for mo. | | | | | |
| Send Report -> to OFFICE OF STATE FLEET OPERATIONS | | | | | | ALLOCATION OF MILEAGE | | SPECIAL COMMUTING | TIME CAR USED (Include AM or PM) |

| DAY | OPERATOR SIGNATURE | STARTING TOWN | TOWNS STOPPED AT ON OFFICIAL BUSINESS | ENDING TOWN | BEGINNING ODOMETER | ENDING ODOMETER | TOTAL MILES | OFFICIAL STATE BUSINESS | NON-BUSINESS | TOTAL ROUND TRIPS | DURING NORMAL WORKDAY | | OUTSIDE NORMAL WORKDAY | |
|------------|--------------------|---------------|---------------------------------------|-------------|--------------------|-----------------|-------------|-------------------------|--------------|-------------------|-----------------------|--------|------------------------|--------|
| | | | | | READING | READING | FOR DAY | BUSINESS | COMMUTING | | Starting | Ending | Starting | Ending |
| 10/1/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/2/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/3/2022 | | Bethany | Norwalk & NB | Bethany | 4,702 | 4,879 | 177 | 126 | 50 | 1 | | | | |
| 10/4/2022 | | Bethany | Tunxis & NB | Bethany | 4,879 | 4,945 | 66 | 16 | 50 | 1 | | | | |
| 10/5/2022 | | Bethany | Norwalk & NB | Bethany | 4,945 | 5,124 | 179 | 129 | 50 | 1 | | | | |
| 10/6/2022 | | Bethany | New Haven & NB | Bethany | 5,124 | 5,239 | 115 | 64 | 51 | 1 | | | | |
| 10/7/2022 | | Bethany | Manchester and Norwalk & NB | Bethany | 5,239 | 5,431 | 192 | 143 | 49 | 1 | | | | |
| 10/8/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/9/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/10/2022 | | | HOLIDAY & NB | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/11/2022 | Bethany | | Norwalk & NB | Bethany | 5,431 | 5,613 | 182 | 132 | 50 | 1 | | | | |
| 10/12/2022 | Bethany | | New Haven & Hartford & NB | Bethany | 5,613 | 5,792 | 179 | 129 | 50 | 1 | | | | |
| 10/13/2022 | Bethany | | NB | Bethany | 5,792 | 5,840 | 48 | 0 | 48 | 1 | | | | |
| 10/14/2022 | Bethany | | NB | Bethany | 5,840 | 5,891 | 51 | 0 | 51 | 1 | | | | |
| 10/15/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/16/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/17/2022 | Bethany | | NB | Bethany | 5,891 | 5,939 | 48 | 0 | 48 | 1 | | | | |
| 10/18/2022 | Bethany | | Farmington & NB | Bethany | 5,939 | 6,005 | 66 | 16 | 50 | 1 | | | | |
| 10/19/2022 | Bethany | | Winsted & NB | Bethany | 6,005 | 6,109 | 104 | 56 | 48 | 1 | | | | |
| 10/20/2022 | Bethany | | Enfield & NB | Bethany | 6,109 | 6,219 | 110 | 61 | 49 | 1 | | | | |
| 10/21/2022 | Bethany | | Hartford & Middletown & NB | Bethany | 6,219 | 6,341 | 122 | 73 | 49 | 1 | | | | |
| 10/22/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/23/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/24/2022 | Bethany | | Hartford & NB | Bethany | 6,341 | 6,420 | 79 | 29 | 50 | 1 | | | | |
| 10/25/2022 | Bethany | | Winsor & NB | Bethany | 6,420 | 6,520 | 100 | 50 | 50 | 1 | | | | |
| 10/26/2022 | Bethany | | Farmington & NB | Bethany | 6,520 | 6,588 | 68 | 17 | 51 | 1 | | | | |
| 10/27/2022 | Bethany | | NB | Bethany | 6,588 | 6,640 | 52 | 0 | 52 | 1 | | | | |
| 10/28/2022 | Bethany | | New Haven & Hartford & NB | Bethany | 6,640 | 6,782 | 142 | 93 | 49 | 1 | | | | |
| 10/29/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/30/2022 | | | | | - | 0 | 0 | 0 | 0 | 1 | | | | |
| 10/31/2022 | | | | | 6,782 | 6,834 | 52 | 0 | 52 | 1 | | | | |

0

| | | | | |
|----------------------------|--|-------|-------|-----|
| TOTAL | | 2,132 | 1,134 | 997 |
| AGENCY APPROVAL SIGNATURE: | | | | |

*OPERATORS STATEMENT: I certify that the information Necessary, and in conformance with State regulations. I have read and understand the "Policies Governing the use of State-Owned Motor Vehicles Used on State Business."