How Do I Correct Missing Trips?

FAQs · https://atsfleetmanagement.com/docs/how-do-i-correct-missing-trips/

Overview

Missing trips can be recreated using the Mileage Calculator and supporting operational records.

Recommended Documentation

- Dispatch records
- Bills of lading
- Fuel receipts
- GPS data
- Driver notes

Correction Process

1. Reconstruct route.
2. Calculate mileage.
3. Verify state allocations.
4. Add adjustment.
5. Save documentation.

Why It Matters

Unreported mileage can result in inaccurate IFTA filings and audit findings.