How Do I Enter a Mileage Adjustment?

FAQs · https://atsfleetmanagement.com/docs/how-do-i-enter-a-mileage-adjustment/

Overview

Mileage adjustments are used to add, remove, or modify mileage records when discrepancies are identified.

Typical Process

1. Identify the missing or incorrect trip.
2. Calculate correct mileage.
3. Determine state mileage allocation.
4. Enter the adjustment.
5. Save supporting documentation.

Examples

- Missing ELD trip
- GPS failure
- Driver forgot to log movement
- Incorrect route assignment

Advanced IFTA Advantage

Mileage adjustments are automatically included in state mileage summaries and tax calculations.