Missing Fuel Receipts

Troubleshooting · https://atsfleetmanagement.com/docs/missing-fuel-receipts/

Description

Fuel receipts are required to support tax-paid fuel credits. Missing receipts can result in disallowed fuel credits during audits and may increase tax liability.

Possible Causes

- Driver failed to submit receipt
- Lost paper receipt
- OCR upload failure
- Fuel transaction not entered
- Receipt image corruption
- Fuel card purchase not matched

Resolution

1. Request receipt from the driver.
2. Review uploaded fuel receipt images.
3. Verify OCR processing completed successfully.
4. Check fuel card transaction history.
5. Re-upload missing receipts.
6. Maintain electronic copies of all receipts.
7. Investigate Missing Fuel Exceptions.

Related Articles

- Fuel Purchases Not Appearing in Reports
- Duplicate Fuel Purchases

- Missing Fuel Exception