

Sample Receipt

Vendor Name	Mobil oil #255	Vendor Location	123 Main St Livonia, MI 48150
Date of Service	02/29/12 11:32 PM	Fuel Quantity	16.82 GAL
	Term: 00439482038	Price per Gallon	\$3.599/G
	Appr: 463924	Total Purchase	\$60.54
	Seq#: 013847		
Vehicle ID/Plate #	PUMP# 03 CREDIT	Purchaser Name	NWA 3765
Mission/Sortie #	UNIT BEG @ \$3.599/G	Mileage/Hours	Burke
	VOLUME 16.82 GAL		12-T-9909/G003
	GAS TOTAL \$60.54		236 Miles
	Credit		
	5000XXXXXXXX9999		
	02/29/2012 23:31:12		
	THANK YOU FOR SHOPPING AT MOBIL		

- Is the Mission/Sortie number on receipt?
- Is the Vendor name and location on the receipt?
- Is the tail number or vehicle ID on the receipt?
- Is the receipt date the same as the sortie date?
- Is the fuel quantity (gallons) correct?
- Is the total amount correct?
- Is the last name of the member who made the purchase on the receipt?
- How many miles or flight hours does the receipt cover?
- Is the receipt legible?