

**Business Transportation Expense Report**

*(Records costs of official transportation for company operations)*

**Company Name:** GreenTech Solutions Ltd.

**Report Period:** February 2025

Date	Vehicle Type	Vehicle ID	Purpose	Distance (km)	Fuel Type	Cost (\$)
02/01/2025	Delivery Van	VAN-202	Client Deliveries	150	Diesel	90.00
02/02/2025	Truck	TRK-305	Inventory Transfer	300	Diesel	180.00
02/03/2025	Electric Car	EV-102	Business Meetings	100	Electric	50.00