



Department:  
Transport  
**REPUBLIC OF SOUTH AFRICA**

**GMT4/2004**

## GG-VEHICLE ISSUE

**Instructions:**

1. Drivers must make sure, understand and apply the content of the GG Handbook.
2. ID documents and drivers licences/permits must at all times be available on request.
3. This booking is subject to the approved prescripts for garaging.
4. The approved Trip Authority must accompany this Issue.

### A. BOOKING

1. Trip Authority Number/Reference No.:

## B. VEHICLE

- |    |                                |                      |                      |                      |                      |                      |                      |                      |                      |                      |                              |                             |                      |                      |                      |
|----|--------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------------|-----------------------------|----------------------|----------------------|----------------------|
| 1. | Registration no:               | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |                      |                      |                              |                             |                      |                      |                      |
| 2. | Make/Mode:                     | <input type="text"/> |                      |                      |                      |                      |                      |                      |                      |                      |                              |                             |                      |                      |                      |
| 3. | Log sheet no:                  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |                      |                      |                              |                             |                      |                      |                      |
| 4. | Odometer reading at departure: | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |                      |                      |                              |                             |                      |                      |                      |
| 5. | Fuel Card No.                  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/>         | <input type="text"/>        | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 6. | Bank Card no:                  | <input type="text"/> |                      |                      |                      |                      |                      |                      | 7.                   | Fuel Device          | Yes <input type="checkbox"/> | No <input type="checkbox"/> |                      |                      |                      |
| 8. | Toll Card no:                  | <input type="text"/> |                      |                      |                      |                      |                      |                      |                      |                      |                              |                             |                      |                      |                      |

### C. TRANSPORT OFFICER

1. Surname and initials: \_\_\_\_\_
2. Persal No. 

--	--	--	--	--	--	--	--	--
3. ID no: 

--	--	--	--	--	--	--	--	--	--	--	--	--	--
4. Contact telephone no: \_\_\_\_\_
5. Drivers licence(s)/permit(s) (copies on record) Yes ☐
6. Garaging authorities (copies on record) Yes ☐
7. Vehicle Check List processed: Yes ☐
8. Signature: \_\_\_\_\_
9. Date: 

				<b>2</b>	<b>0</b>		
--	--	--	--	----------	----------	--	--
10. Time: \_\_\_\_\_
11. Departmental Stamp:

--

**D. RECEIVING OFFICIAL / DRIVER**

1. Surname and initials (if not Applicant): \_\_\_\_\_
2. ID No. (if not Applicant): 

--	--	--	--	--	--	--	--	--	--	--	--	--	--
3. Persal 

--	--	--	--	--	--	--	--	--
4. Vehicle Check List processed: Yes ☐
5. Signature: \_\_\_\_\_
6. Date: 

				2	0		
--	--	--	--	---	---	--	--

**E. RECEIVING BACK BY TRANSPORT OFFICER/ RECEIVING OFFICIALS**

1. Surname and initials: \_\_\_\_\_
- Persal 

--	--	--	--	--	--	--	--	--
2. ID no: 

--	--	--	--	--	--	--	--	--	--	--	--	--	--
4. Vehicle Check List processed: y ☐
5. Received Log Sheet no: 

--	--	--	--	--	--	--
6. Odometer reading on return: 

--	--	--	--	--	--	--
7. Received Fuel Card: ☐ Fuel slips: ☐ How many \_\_\_\_ (amount)
- ☐ Oil purchase: ☐ How many \_\_\_\_ (amount)
- ☐ Toll Gate slips: ☐ How many \_\_\_\_ (amount)
- ☐ Toll Gate slips: ☐ How many \_\_\_\_ (amount)
7. Signature: \_\_\_\_\_
8. Date: 

				2	0		
--	--	--	--	---	---	--	--
9. Time: \_\_\_\_\_

**F. CONFIRMATION BY USER/DRIVER**

1. Return of vehicle as stated in E, confirmed Yes ☐
2. Surname and initials (if not Applicant): \_\_\_\_\_
3. ID no (if not Applicant): 

--	--	--	--	--	--	--	--	--	--	--	--	--	--
4. Capacity (if not Applicant): \_\_\_\_\_
5. Contact telephone (if not Applicant): \_\_\_\_\_
6. Signature: \_\_\_\_\_
7. Date: 

				2	0		
--	--	--	--	---	---	--	--