FORM 6-04
GSA VEHICLE MAINTENANCE LOG

Instructions: Please use this form to track GSA vehicle maintenance. Each time maintenance is performed on a GSA vehicle, please enter the vehicle tag number, the date of the maintenance, the type of the maintenance (e.g., coolant flushing, oil change, new tires, etc.), and the cost of the maintenance. Please update each vehicle's maintenance cost monthly in the Fleet Tracking Management System (FTMS).

Vehicle Tag Number	Maintenance Date	Maintenance Type	Cost of Maintenance
Example: G12-23454	**10/10/2005**	**Oil Change**	**$40.00**