FUEL DELIVERY FORM

TOWN OF \_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time of Arrival: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time of Departure: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Truck Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Truck Driver: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Town Employee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BEFORE UNLOADING:

Is all spill response equipment and personal protective equipment in place?

**Yes**  **No**

In the case of bulk fuel delivery, does tank capacity exceed the amount of delivery?

**Yes**  **No**  **N/A**

In the case of drum fuel delivery, are all drums free of leaks and punctures?

**Yes**  **No**  **N/A**

COMMENCE UNLOADING. REMAIN WITH VEHICLE AT ALL TIMES.

AFTER UNLOADING IS COMPLETE:

Have all fuel containers, including the vehicle, been inspected for leaks?

Yes  No

Has the ground at the unloading point been inspected for evidence of leaks?

Yes  No

If there are any leaks or spills, has the material been properly cleaned?

Yes  No

Has the correct amount of fuel been delivered?

Yes  No

Has a receipt been collected?

Yes  No

DELIVERY IS COMPLETE.