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.