# Daily Taximeter Activity Log

DATE: _____

Meter # _____ Vehicle # _____ Shift _____

Driver First & Last Name: _____

Daily/Shift Activity:

| | To Determine Distance Traveled for the Shift | To Determine Hired Distance Traveled | To Determine the Total Receipts |
|---|---|---|---|
| Taximeter Reading Start of Shift | | | |
| Taximeter Reading End of Shift | | | |
| Daily Activity* | | | $ |

*Subtract beginning of shift totals from end shift totals to arrive at daily activity.

| **Daily Activity Calculation** | |
|---|---|
| **Taximeter Reading Total Receipts** (amount includes both sales & sales tax) | $ |
| **Uncollected Fares** (To deduct an uncollected fare, you must complete the Uncollected Fare Report below) | $ |
| **Adjusted Receipts** (Subtract Uncollected Fares from Total Receipts) | $ |
| **Net Taxable Sales** (Divide the "Adjusted Receipts" amount shown above by 1.05) | $ |
| **Sales Tax** (Subtract the "Net Taxable Sales" from the "Adjusted Receipts" to calculate the sales tax) | **$** |

To verify your calculations for the "Sales Tax" total, multiply the "Net Taxable Sales" amount by 5%. The Holder is responsible, under City and Borough code, for reporting and remitting the sales tax due. This report along with the "Sales Tax" amount shown above must be remitted to the Holder.

| **UNCOLLECTED FARE REPORT** | | | | |
|---|---|---|---|---|
| Time of Incident | Number of Passengers | Total Amount of Fare | Reported Incident to Juneau Police Department | |
| | | | Yes | No |
| | | | | |
| | | | | |
| | | | | |
| | | $ | | |

_____ _____ _____

Signature of Driver Printed Name of Driver Date

CVP Permit Holder verification and receipt:

_____ _____ _____

Signature Printed Name Date