## REPORT B

"BUSINESS COMMUTE PURPOSE ONLY"

**USE OF STATE OF MAINE VEHICLES**

**(Commuting Use Allowed)**

**Government employees earning $156,000 or more in 2019 or elected officials must file Report C.**

*Department:*

*Agency/Division:*

*Vehicle License Plate, Vehicle Year, Make and Model:*

*Employee's Name:*

*\*TAMS User ID: (Leave blank if not known. Do not enter SSN)*

*Number of Days Vehicle is used to commute \_\_\_\_\_\_\_\_\_X $3.00* =*\_\_\_\_\_\_\_\_\_\_\_\_*

(*Do not report $0.00, complete Report A.)*

*Mileage*

*November 1, 2018 through October 31, 2019*

*Start Stop Total*

*I understand that this vehicle is assigned for State business purposes, other than de minimis use, and commuting to and/or from work.*

*During non-business use the vehicle is stored at:*

*This information is to satisfy substantiation record requirements in accordance with 26 CFR 1.274-5.*

*Employee's Signature: Date:*

*Supervisor's Signature: Date:*

## Preferably, PDF copies of this form should be e-mailed to [thomas.g.randall@maine.gov](mailto:thomas.g.randall@maine.gov).

## Otherwise, submit hardcopies to the Office of the State Controller, SHS#14, Attn: Thomas Randall.

## The original copy should be retained by Department's or Agency's Administrative Unit for audit purposes.