

TOWN OXFORD
Fuel Delivery and Inspection Form

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.