

Trip & Transportation Calculations

This worksheet can help you determine the costs associated with trips to conferences or transportation for events.

Mileage:

Starting Address:

Ending Address:

The round trip mileage for this trip is (A) _____ miles.

*** Plug it into www.mapquest.com for this estimate. Make sure you double the mileage to get the round trip figure!*

Transportation Costs:

We will be using _____ for this trip.

This vehicle gets (B) _____ miles/gallon.

The cost is (C) _____ for the rental/use.

Additional costs will include:

(D) _____.

*** Consider driver costs, tips, insurance, etc.*

Gas Costs:

As of _____ (date), gas around here costs _____ per gallon.

As of _____ (date), gas in the area we'll be traveling to costs _____ per gallon.

*** Check out www.gasbuddy.com/ for prices in various areas.*

The average price per gallon of gas for this trip will be (E) _____ (add the two per gallon costs and divide by two).

Tolls/Bridges/Parking:

On our trip, we will need to pay approximately (F) _____ in toll/bridge costs.

On our trip, we will need to pay approximately (G) _____ in parking costs.

*** If using a bus, get accurate costs. They are often charged differently than cars/vans.*

Calculating Costs

(insert left side figures into this equation)

Round trip mileage

(A) _____

divided by

Miles/gallon the vehicle gets

(B) _____

equals

of gallons of gas for trip = _____

multiplied by

Price per gallon of gas

(E) _____

equals

Cost of gas for this trip =

plus

Vehicle rental/use cost =

(C) _____

plus

Additional vehicle costs =

(D) _____

plus

Toll/bridge costs =

(F) _____

plus

Parking costs =

(G) _____

equals

Total Cost for Trip =