

# Introduction

If your company has mobile employees, you could be losing thousands of dollars and countless hours of labor each year to manual mileage logs. Mileage reimbursement solutions like TripLog are a powerful way to give companies that time and money back.

While there is no federal regulation requiring companies to reimburse their employees' mileage, most companies in the United States choose to do so regardless.

If you or your business are still unsure as to whether it's worth making the jump to a mileage and expense reimbursement solution, this guide offers you the data you need to help you make the right decision.







## **Manual Expense Reports: The Data**

Companies using manual expense reports are subject to lose significant amounts of time and money. Here's how\*:



19% - the average percentage of expense reports with errors



**\$52** - the cost to correct just one expense report



**18 minutes** - the average time it takes to correct an expense report

\*Data taken from the Global Business Travel Association

# **Choosing the Right** Mileage Tracking Method

Today, companies have two choices when it comes to tracking their team's mileage manual pen-and-paper methods or automatic mileage tracking apps.

While manual mileage logs may seem appealing at first given their generally lower upfront costs, the long-term disadvantages can hamper the productivity of your team, and you will most likely end up spending significantly more in the long run.

### **The True Costs of Manual Mileage** Logs

Manual mileage logs only serve to lose your company money and time. Compared to an automatic mileage tracker app, they're highly inaccurate and time-consuming.

#### **Monetary Loss**

TripLog internal data found that, between January 2018 and January 2021, roughly 2.8 million trips were overreported.

Of the 52.33 million miles reported among those trips, we found that they were inflated by 27.2% for a total of 14.26 million miles.

When drivers were reporting manually (i.e. not using the app to automatically track their mileage), that number grows to 28.9%.

At an average of \$0.58 per mile over that period, this would account for roughly \$8.2 million in incorrect reimbursements.









#### Why Companies Need a Mileage Tracker

For example, say a driver took a trip and manually reported that it took them 30 miles when in reality it only took 20.

The TripLog app compares the route recorded by our automatic mileage tracker or a given manual entry to Google Maps' data.

If Google Maps reports that a given drive actually took 20 miles, that can result in overreporting.

Thanks to TripLog, those trips are immediately flagged and easily corrected, but companies still using manual reporting and processing methods are far more likely to miss such errors.

#### **LEARN MORE**





At **2 minutes** per entry, drivers spend an average of...



**58 hours** per year filling out manual mileage logs, costing...



**\$2,100** in avoidable expenditure per employee.

#### **Time Loss**

Money isn't the only thing that your company might be losing out on if you use manual mileage logs. They also take considerably more time to fill out compared to an automatic tracking solution like TripLog.

Our data found that drivers take approximately two minutes per manual mileage entry. If your drivers are making multiple stops per day, your company could be missing out on dozens of hours of labor per month.

An automatic mileage tracker like TripLog starts recording your team's trips when they start driving and finishes recording when they stop.

You can also customize your team's experience in countless ways, such as automatically exempting their first and last trips of the day (i.e. their commute).

All of our customers see dramatic improvements in both money and time savings when they switch to TripLog.







Why Companies Need a Mileage Tracker

# Don't take it from us. Hear from a real TripLog client.



# **Case Study: Large Local Microbrewery**

Our client had a mid-sized fleet of distribution vehicles whose drivers only used manual mileage logs. The fleet had doubled in size over the course of a year with future expansion scheduled to commence over the next two years.

They were also expanding their field sales team to accommodate growth in retail outlets regionally.

After implementing our mileage tracking solution, the client increased productivity in their distribution by reducing their drivers' workload and utilizing our route planning features to organize better routes for their sales reps.

The client achieved accurate mileage calculations for employee reimbursements and cut accounting hours down by 70%.

## **Company Snapshot**

Size: 500 employees

Vehicles: 100+

Location: Wichita, KS

Services: Mileage tracking app using GPS and SaaS technology



#### **Read Our Full ROI White Paper**

Learn more about how TripLog saved another client and their organization time and money.

**TripLog ROI White Paper, Spring 2022** 



