

EXPENSE CLAIM FOR MILEAGE OF EMPLOYEE'S CAR

EVIDENCE OF YOUR INSURANCE MUST BE ON FILE IN FISCAL SERVICES

LHERERY	CERTIFY THAT THE FOLLOWING IS AN AC	CURATE STATE	MENT OF MILEA	GE ON AUTH	IORIZED SCH	HOOL BUSINESS	
	s Name						
	#						
	nt						
	Signature						
Date	Meeting/Conference/Workshop Title	Departed From	Returned To	Miles Traveled	Excess Mileage*	Bridge Tolls Parking Fees	
		1					
				-			
EXCESS MILEAGE EQUALS TOTAL MILES TRAVELED LESS ROUND TRIP DISTANCE TO COLLEGE FROM RESIDENCE			FISCAL OFFICE USE ONLY				
*MILEAGE @ CURRENT IRS RATE			Total Excess Mileage @ Per Mile \$				
SUBMIT THIS CLAIM TO FISCAL SERVICES IN TRIPLICATE			and the expenses	Bridge Tolls and Parking Fees \$			
			Total Claim \$				
70633-Expense	e Mileage Claim					A. Preciado:SC:0606	