

COLBERT COUNTY SCHOOLS

Mileage Log

Total mileage recorded: 0.00

Date	Time	Description	Purpose	From	To	Mileage

I hereby certify that the travel and expenses recorded were due to performance of official duties pursuant to the travel authority granted me.

Total Miles	
0.56 per mile	
Lodging (attach original receipts)	
Meals (attach original receipts for individual meals)	
Registration (attach orig. receipt)	
Gas Other (attach original document)	
Total Expenses claimed for reimbursement	

Signature

Date

Name: _____

Address: _____
