MILEAGE FOR PRIVATE TRANSPORTATION – 2018

Effective January 1, 2018

NAME			VENDOR#
DATE	DESTINATION/PURPOSE	MILES	PRK/TLLS
			$

TOTAL MILES	MILES
TOTAL MILES @ 54.5 cents CHARGE TO ACCT _____._____.5384	
TOTAL PARKING FEES/TOLLS CHARGE TO ACCT _____._____.5321	$
GRAND TOTAL	$

SIGNATURE _____ DATE _____

DEPARTMENT HEAD _____ DATE _____

FINANCE DEPARTMENT _____ DATE _____