

JEFFERSON COUNTY NORTH
UNIFIED SCHOOL DISTRICT 339
MILEAGE REIMBURSEMENT

This form should be turned in by the 25th of each month in order to receive reimbursement at the next Board meeting. Mileage should be figured from the 25th of each month through the 24th of the following month.

Date	Destination	Number of Days	Miles Traveled

Total reimbursement at 50 cents a mile _____

Employee signature _____

Superintendent's signature _____

Updated: 07/2011

JEFFERSON COUNTY NORTH
UNIFIED SCHOOL DISTRICT 339
MILEAGE REIMBURSEMENT

This form should be turned in by the 25th of each month in order to receive reimbursement at the next Board meeting. Mileage should be figured from the 25th of each month through the 24th of the following month.

Date	Destination	Number of Days	Miles Traveled

Total reimbursement at 50 cents a mile _____

Employee signature _____

Superintendent's signature _____

Updated: 07/2011