

BROOKVILLE LOCAL SCHOOLS

Monthly Travel Expense Report 2019

Name: _____ Month: _____
 Building / Department: _____

Date	Persons or Places Visited / Meetings Attended	Mileage
	Total Mileage =	
	X \$0.58 per mile =	
	Parking =	
	Meal Reimbursement =	
	Total Amount Due =	

Employee's Signature

Superintendent/Principal/Dept. Head

Previous Rates:
 January 2018 – December 2018 - \$0.545