CRANSTON PUBLIC SCHOOLS

MILEAGE REPORT

Monthly mileage reports are due in the Business Office no later than the fifth day of the month.

Travel reimbursement is authorized for school business only

Check here if new address _____

Name: _____

Address: _____

_____

A/C #_____

Month:_____

Position:_____

APPROVED:_____

NUMBER OF MILES _____ x $0.545 cents per mile = _____

Effective 1/1/2018

DATE	NUMBER OF MILES	Begin Odometer	Ending Odometer	Destination From:	Destination To: