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 _____ A/C #_____

Name: _____ Month:_____

Address: _____ Position:_____

_____ APPROVED:_____

NUMBER OF MILES _____ x $0.535 cents per mile = _____

Effective 1/1/2017

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