

JEFFERSON COUNTY NORTH  
UNIFIED SCHOOL DISTRICT 339  
MILEAGE REIMBURSEMENT

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

Date	Destination	Number of Days	Miles Traveled

Total reimbursement at 56 cents a mile \_\_\_\_\_

Employee signature \_\_\_\_\_

Superintendent's signature \_\_\_\_\_

Updated: 07/2020

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Updated: 01/2021