

# GLENDDORA UNIFIED SCHOOL DISTRICT

## MILEAGE

### FOR THE USE OF PRIVATELY OWNED AUTOMOBILE

NAME \_\_\_\_\_ MONTH \_\_\_\_\_

| DATE | ACTUAL ODOMETER READING |        | MILEAGE | FROM | TO |
|------|-------------------------|--------|---------|------|----|
|      | BEGINNING               | ENDING |         |      |    |
|      |                         |        |         |      |    |
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*I certify that the above mileage was necessary within the course and scope of my assignment for the Glendora Unified School District for the dates indicated. No home or work or return mileage is included.*

**TOTAL MILES** \_\_\_\_\_  
**AMOUNT DUE - \$ 0.58 PER MILE** \$ \_\_\_\_\_  
**PARKING FEES, IF ANY** \$ \_\_\_\_\_  
**TOTAL** \$ \_\_\_\_\_

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Approved By

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Account Code