



DOÑA ANA COUNTY HEAD START TRANSPORTATION/MILEAGE

_	YF	Monun_				Name
HS/EHS	Reason for Trip	Destination	Total Mileage	Ending Odometer Reading	Starting Odometer Reading	Date of Travel

Please round-off to whole miles.

		to whole mines.		
Total Mileage.			*A.	Home Visits
@ .625 per Mile Total			B.	Food Transport
Reimbursement _			C.	Buy Supplies
			D.	Center Visit
			E.	Other (Specify)
			owned transp emplo for mil	If a privately I vehicle is used to Fort more than one Eyee, reimbursement leage is limited to Enployee.
Employee Signature	Date			
Supervisor Signature	Date			
Director Signature	Date	_		
mileage/Admin/10.95 Revised 09/027/2	2022			