**Individual Mileage and Expense Record**

**EC 31A**

**Name: Month:**

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Domicile from** | **To City/School** | **Purpose** | **Miles** | **Other Expenses** |
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**Total Miles: \_\_\_\_\_\_\_ x 58¢ = $**

**Total Other Expenses\_$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Total Reimbursement: \_$\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Revised 01/09/2018.**