



Employee Mileage Expense Form

EMPLOYEE # _____

| DATE | KMS DRIVEN | GST | \$0.61/KM | DESCRIPTION | ACCOUNT CODING |
|---------------------------|------------|------|---------------|---|--------------------|
| | | | 61 | | |
| | | | TOTAL | | |
| Nov. 24/22 | 54.0 | 1.57 | 32.94 | CO to Gibbons to CO - CASA Meeting | 426-400-501-000-22 |
| Nov. 24/22 | 22.0 | 0.64 | 13.42 | CO to SCHS - attended SCHS Awards Night | 426-400-501-000-22 |
| | | - | | | |
| | | - | - | | |
| | | - | - | | |
| | | | | | |
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| | | | | | |
| TOTAL THIS PAGE | 76.0 | 2.21 | 46.36 | | |
| TOTAL OF ALL PAGES | | | 255.59 | | |

Code As:
 426-XXX-XXX-XXX-XX --
 For most staff mileage claims
 427-XXX-XXX-XXX-XX --
 For certified staff PD mileage
 428-XXX-XXX-XXX-XX --
 For uncertified staff PD