



Employee Mileage Expense Form

2022-2023 School Year

EMPLOYEE # _____

DATE	KMS DRIVEN	GST	\$0.61/KM	DESCRIPTION	ACCOUNT CODING
			61		
			TOTAL		
Nov. 22, 2022	3.0	0.09	1.83	From CO to MCCC for meeting and back to CO	426-400-000-000-33
Nov. 28, 2022	36.0	1.05	21.96	From CO to Camilla for meeting and back to CO	426-400-000-000-33
Nov. 29, 2022	3.0	0.09	1.83	From CO to MCCC for Value Scoping and back to CO	426-400-000-000-33
Dec. 1, 2022	42.0	1.22	25.62	From Co to Namao for meeting and back to CO	426-400-000-000-33
Dec. 2, 2022	3.0	0.09	1.83	From CO to MCCC for Value Scoping and back to CO	426-400-000-000-33
Dec. 8, 2022	34.0	0.99	20.74	To St. Albert Alliance Church and back to CO for Christmas Concert	426-400-000-000-33
Dec. 9, 2022	40.0	1.16	24.40	To Lilian Schick for meeting and back to CO	426-400-000-000-33
Dec. 14, 2022	52.0	1.51	31.72	To Guthrie for Christmas concert back to CO	426-400-000-000-33
	0.0	-	-		
TOTAL THIS PAGE	213.0	6.19	129.93		
TOTAL OF ALL PAGES					

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

Central Office _____
 School/Location _____

Liliana LeVesconte

 Employee Signature

Shawna Warren

 Administrative Signature

Dec. 16/22
 Date

Dec 19, 2022
 Date

Updated September 16th, 2022

\$0.61/km for first 5,000 km, \$0.55/km over 5,000 km

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