



Employee Mileage Expense Form

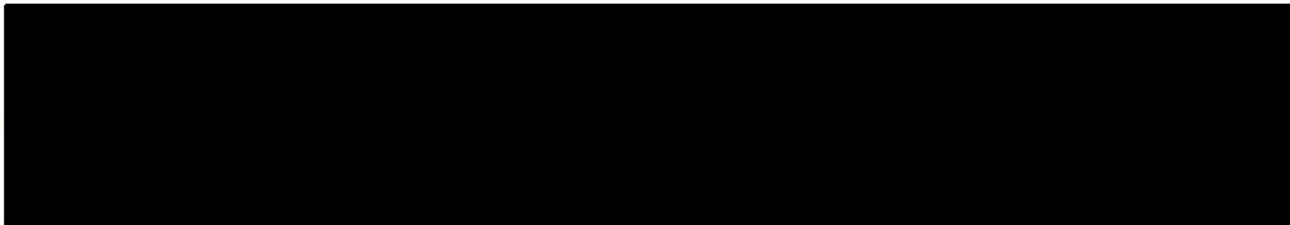
2022-2023 School Year

EMPLOYEE # _____

DATE	KMS DRIVEN	GST	\$0.68/KM	DESCRIPTION	ACCOUNT CODING
			68		
			TOTAL		
Jun. 2/2023	46.0	1.49	31.28	SH to GUTH to CO - School Walkthroughs and Administrator Meetings	426-400-501-000-22
Jun. 2/2023	58.0	1.88	39.44	CO to LT to CO - Attended Landing Trail 40th Celebration	426-400-501-000-22
Jun. 3/2023	136.0	4.40	92.48	WEEKEND: Home to RW to Home - Attended Redwater Graduation	426-400-501-000-22
Jun 6/2023	36.0	1.17	24.48	CO to CAM to CO - School Walkthrough and Administrator Meetings	426-400-501-000-22
Jun. 13/2023	22.0	0.71	14.96	CO to SCHS - Attended SCHS Athletic Awards	426-400-501-000-22
Jun. 14/2023	22.0	0.71	14.96	CO to SCHS - Attended SCHS Fine Arts Awards	426-400-501-000-22
Jun. 24/2023	42.0	1.36	28.56	WEEKEND: Home to Edmonton to Home - Attended SCHS Graduation	426-400-501-000-22
		-	-		
		-	-		
TOTAL THIS PAGE	362.0	11.72	246.16		
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 _____



Date _____ Date _____

Updated January 3rd, 2023

\$0.68/km for first 5,000 km, \$0.62/km over 5,000 km

File Saved in P:\FORMS REGISTER\05 - Financial Management folder