

Mileage Log FY19

Name: _____ Has this travel been pre-approved? Yes / No

Date of Travel	Destination	Beginning Mileage	Ending Mileage	Total Miles	Reason for Travel
			Total Miles		
Total = total miles x .54.5* cents per mile *Effective Jan. 1, 2018			Total Expense for Travel		

Signature: _____

Date: _____