POTTAWATTAMIE COUNTY

EXPENSE FORM

NAME: **TIME PERIOD (MONTHLY OR QUARTERLY):**

MILEAGE REIMBURSEMENT

If multiple stops for one day, enter each stop separately. If more trips than sheet allows use multiple forms and total onto claim sheet

DATE	REASON FOR TRAVEL	STARTING LOCATION	STOPPING LOCATION	ROUND TRIP MILES

TOTAL MILES	0
2023 MILEAGE RATE	.655
TOTAL MILEAGE REIMBUSEMENT	$ 0.00