NAME: _____ DATE: _____

MILEAGE AND EXPENSE

The IRS Standard Mileage Rate will change on **January 1, 2010. It will be reimbursed at $0.50 per mile**. Any miles traveled in **2009** will be paid at **$0.55**. Please turn in mileage sheets **before the 6th day of the month** in order to be paid at the next board meeting.

DATE	LOCATION AND REASON	MILES	OTHER

TOTAL MILES X **.50** _____

TOTAL OTHER: _____

TOTAL: _____

(REVISED 12/14/09)