

## OUTDOORS @ UVA MILEAGE REIMBURSEMENT LOG FY 17/18

Dean of Students Business Services 4th Floor Newcomb Hall (Room 444) Hours 8 AM to 5 PM

NAME OF ORG	ANIZATION:	Outdoors @ UVA	ROLLING ROUND:					-	
PAYEE (Recipi	ent of the Check/Reimbur	sement): Outdoors @ UVA			DATE:			-	
Departure Date	Return Date	From - Place, City, State	TO - Place, City, State	Miles Traveled (one way)	Purpose/Reason for Travel	Gas Cost (\$)	Mapquest Attached	ODC Tips (50%, capped at \$20) (Studco ignore)	ODC Food + Lodging Cost (\$) (Studco ignore)
				0		0			
Total Miles 0			TRIP NAM	E:					
Member Mileage Rate (\$.35 per mile)		\$0.25							-
Guest Speaker Mileage Rate (\$.50 per mile		\$0.35							
Total Mileage Reimbursement		\$0.00							
Tolls		\$0.00							
Total Reimbursement		\$0.00							
	1								
0:	Datasas			DATE					
Signature of Driver				DATE					
*Additional Sign	ature Lines for multiple Trav	velers on back this form*							

The Expenditure Voucher Form must accompany this document, along with proof of travel (i.e. fuel receipts from destination, conference/event brochure, tournament results, coach/advisor confirmation of travel)

Signature of Driver	DATE	
Signature of Driver	DATE	
Signature of Driver	DATE	
Signature of Driver	DATE	
Signature of Driver	DATE	