

GEYSERVILLE UNIFIED SCHOOL DISTRICT

Employee Mileage Reimbursement - Updated January 1, 2026

Date: _____

Employee Name and Address:
phone:

Mileage				
Date	From	To	Description	Miles
Total Miles	X		0.725 per mile =	Total Mileage Expense
(Miles x 0.725 = Total Expense)				TOTAL EXPENSE REIMBURSEMENT:

Special Instructions:
Reimbursable from:

Originator:	Date:	Principal :	Date:
Superintendent:	Date:	Business Manager:	Date:
Account Code:			