

TRAVEL EXPENSE VOUCHER

DAYTON INDEPENDENT SCHOOLS

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TRAVEL REIMBURSEMENT FORM

NAME	Jay Brewer	
POSITION	Superintendent	
SUBMITTED FOR:	November/December 18	
DATE	November/December 18	

All Uber rides had 4 staff members.

DATE	PURPOSE OF TRIP	FROM	TO	# MILES	X /PER MILE *	MEALS	LODGING	MISC.*	TOTAL
11/28/18	NKY Chamber Meeting	Dayton	Fort Mitchell	20	\$ 0.43	\$ -	\$ -		\$ 8.60
11/29/18	KDE Board Meeting Graduation Requirements	Dayton	Frankfort	190	\$ 0.43	\$ -	\$ -		\$ 81.70
12/4/18	PreK Works Meeting	Dayton	Fort Mitchell	20	\$ 0.43	\$ -	\$ -		\$ 8.60
12/5/18	Drug Free Club Presentation at NKYEC	Dayton	Florence	28	\$0.43	\$ -	\$ -		\$12.04
12/9/18	KASS Superintendent Conference	Dayton	Lexington	170	\$ 0.43	\$ -	\$ -		\$ 73.10
						\$ -	\$ -		
TOTALS						\$ -	\$ -		\$184.04

* CHECK MILEAGE RATE WITH CENTRAL OFFICE. RATES SUBJECT TO CHANGE QUARTERLY BASED ON STATE MILEAGE RATE

A DETAILED RECEIPT MUST BE SUBMITTED FOR ALL CHARGES TO INCLUDE: LODGING, MEAL CHARGES, TOLLS, ETC.
ALL MISCELLANEOUS CHARGES MUST BE EXPLAINED ON THE REVERSE SIDE OF THIS FORM.

I certify that the amount requested is a correct statement of the amount due as itemized above.


Signature