**STAFFORD COUNTY PUBLIC SCHOOLS**
**STATEMENT OF TRAVEL/OTHER EXPENSES**
**FOR TRAVEL OCCURING FROM JULY 1, 2022 - DECEMBER 31, 2022**

*UPDATED to reflect IRS published mileage rate of $0.625/mile*

This form is due to Accounts Payable no later than the third Wednesday, following the end of the month being reported.

| | | | |
|---|---|---|---|
| **EMPLOYEE NAME:** | | | |
| **EMPLOYEE ID NUMBER:** | | | |
| **HOME ADDRESS:** | | | |
| | | | |
| **POSITION/LOCATION:** | | | |
| **MONTH:** | | **YEAR:** | **2022** |

| Date | Starting Point, Destination & Purpose of Travel | Miles Traveled | Other Expenses |
|---|---|---|---|
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