

PEID# (52VXXXX)

MONTHLY MILEAGE CLAIM  
HAPPY VALLEY UNION ELEMENTARY SCHOOL DISTRICT  
16300 Cloverdale Road  
Anderson, CA 96007

Employee Name

Org Key (if multiple indicate below)

Month

MONTHLY MILEAGE CLAIMS ARE DUE BY THE 10TH OF THE FOLLOWING MONTH. REIMBURSEMENT OF MILEAGE CLAIMS RECEIVED AFTER THE 10TH MAY BE DELAYED UNTIL THE NEXT MONTHLY BATCH PROCESS.

5211

Object Code

Org Key

Line	Date	Beginning At	Destination	Purpose	Miles
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					

Reimbursement will be one cent below the rate per mile that the IRS allows to be unreported as taxable compensation.

Total Miles for Month

Total Reimbursement

- 1) Org Key \_\_\_\_\_ Object 5211 \$ \_\_\_\_\_
- 2) Org Key \_\_\_\_\_ Object 5211 \$ \_\_\_\_\_
- 3) Org Key \_\_\_\_\_ Object 5211 \$ \_\_\_\_\_

\_\_\_\_\_  
Employee Signature  
  
\_\_\_\_\_  
Supervisor Signature

Distribution: Copy retained by employee & program; Original to District Office