George County School District In-District Travel Reimbursement Voucher

This form will be the authorized reporting form for mileage reimbursement for employees whose job assignments require them to travel using their personal vehicles in the performance of their duties. Policy Reference: DJD Expense Reimbursements

Name			Job Title	
Travel Period		to	Expenditure Code	
Travel Date			Trip Routing: Include All Stops	Miles Traveled
Office Use:			Total Miles this Page	
Vendor #			Miles from back side of form	
Invoice #			Total Miles	
ACH information has been submitted:			Reimbursement Amount effective 1/1/2025	

I certify that I have actually traveled to perform the duties of my job assignment as indicated on the above report and am entitled to reimbursement for such travel as per board policy.

I also understand that I will not receive a paper check and I verify that my ACH deposit information has been submitted to the Business Office.

Travel Date	Trip Routing: Include All Stops	Miles Traveled
	Total Miles this Page	