

# Mileage Reimbursement – District Employees Only

Fill out and submit this form to request mileage reimbursement.

## Common Destinations- Round Trip Miles:

Appleton:	160
Bonduel:	136
Coleman:	22
Florence:	131
Gillett:	80

Green Bay:	106
Kingsford, MI:	102
Laona:	146
Lena:	42
Madison:	402

Marinette:	58
Niagara:	90
Oconto:	94
Oconto Falls:	60
Oshkosh:	184

Peshtigo:	42
Pembine:	67
Pound:	18
Shawano:	120
Stephenson, MI:	76

Stevens Point:	258
Suring:	70
Tigerton:	193
Wabeno:	78
Wausaukee:	20

Today's Date: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Date(s) of absence: \_\_\_\_\_

Destination: \_\_\_\_\_

Function attending: \_\_\_\_\_

Round trip miles: \_\_\_\_\_ (See table above for common destination round trip miles)

Your Signature: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_

**Print and fill out this form to request mileage reimbursement. Once signed by your principal, deliver to the District Office.**