HUNTINGTON UNION FREE SCHOOL DISTRICT
Purchasing Department

MILEAGE INVOICE 2020

MONTH_____ **NAME**_____

DATE	FROM	TO	REASON	MILES

District Policy requires that travel from home to a conference must be adjusted by your daily commute from home to work.

TOTAL MILEAGE: _____

RATE (As of 01/01/20): **@.575**

AMOUNT DUE: _____

Building Department Approval: _____ **DATE:** _____

NOTE: Mileage invoices must be submitted no later than the last day of the following month. Any invoices submitted after July 15th will not be paid.