PIMA COUNTY MILEAGE REPORT

EMPLOYEE NAME: Deborah A. Miller
EMPLOYEE IDENTIFICATION NUMBER: 121746

DEPARTMENT: BOS DISTRICT 3
MILEAGE FOR MONTH/YEAR: Sept. 2015

DATE	DEPARTED FROM	BEGINNING ODOMETER	ARRIVED AT	ENDING ODOMETER	ADDRESS *	TOTAL MILEAGE
09/03/2015	1651 E. Glenn	101515	Ajo, Arizona	101669	290 5th Street Ajo, Arizona	154
09/03/2015	Ajo, Arizona	101669	1651 E. Glenn	101840	1651 E. Glenn	171
						0
						0
						0
						0
						0
						0
						0
						0
						0
						0

PERSONAL MILEAGE IS DEFINED IN THE LOCAL MILEAGE ADMINISTRATIVE PROCEDURE. TO CALCULATE PERSONAL MILEAGE FOR A COMMUTER THAT HAS A REGULAR WORK PLACE, COMPLETE THE FOLLOWING: ADD THE NUMBER OF DAYS TRAVELED, THEN MULTIPLY THIS NUMBER BY THE REGULAR COMMUTE MILES TO AND/OR FROM YOUR REGULAR WORK PLACE. (10 DAYS X 12 MILES = 120)

TO CALCULATE **PERSONAL MILEAGE** IF YOU DO NOT HAVE A REGULAR JOB SITE, ADD THE NUMBER OF MILES FROM YOUR HOME TO THE FIRST WORK SITE, THEN ADD THE NUMBER OF MILES FROM THE LAST WORK SITE BACK TO YOUR HOME. ADD EACH DAY'S PERSONAL MILEAGE TO OBTAIN THE MONTHLY PERSONAL MILEAGE.

TOTAL MILEAGE	325
LESS PERSONAL MILEAGE	
REIMBURSABLE MILES	325

* PUBLIC HEALTH NURSING AND CONSUMER HEALTH AND FOOD SAFETY ARE NOT REQUIRED TO COMPLETE THE ADDRESS COLUMN. DETAILED LOGS ARE COMPLETED AND MAINTAINED BY THE HEALTH DEPARTMENT.

MILEAGE REIMBURSEMENT # OF MILES 325 X RATE $0.445 = $ 144.63 + PARKING $_____ (ATTACH RECEIPTS) = TOTAL REIMBURSEMENT $ 144.63

BY SIGNING BELOW:
1) AS THE CLAIMANT, I CERTIFY I HAVE A VALID DRIVER LICENSE, CURRENT VEHICULAR LIABILITY INSURANCE, AND THE VEHICLE DRIVEN HAS CURRENT REGISTRATION.
2) CLAIMANT AND SUPERVISOR CERTIFY THAT THE ABOVE AMOUNTS ARE CORRECT AND WERE EXPENDED IN DISCHARGE OF DUTIES TO THE BENEFIT OF THE COUNTY.

Deborah A Miller — CLAIMANT'S SIGNATURE
9/8/15 — DATE
SUPERVISOR'S SIGNATURE
9/11/15 — DATE

THE MILEAGE REIMBURSEMENT WARRANT WILL BE MAILED TO THE HOME ADDRESS ON FILE IN THE PAYROLL SYSTEM.

REVISED 02/01/13