## VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

MILEAGE REIMBURSEMENT CLAIM

\_\_Moorpark College

\_\_Oxnard College

\_\_\_Ventura College

\_\_District Service Center

Name of authorized person	Month	, 20	
Address	Account Number	Account Number	

Instructions: Use for reporting mileage while on official District Business only and not in conjunction with other travel expenses.

	LOCATION				
DATE	FROM	ТО	PURPOSE	OF TRAVEL	MILEAGE
				ф.	
		Total Miles	@	= \$	

The undersigned, under the penalty of perjury, states: That the above claim and the items as therein set out are true and correct; and that the amount therein is justly due.

Signature	Date	, 20
Approved Division Manager/Supervisor	College or District Administr	ation
Date	Date	