

MILEAGE LOG

Project Name

Project Number

Name of Person Claiming Mileage

MILEAGE MAY ONLY BE CHARGED UP TO THE FEDERAL MAXIMUM ALLOWABLE RATE PER MILE AS OF THE DATE OF TRAVEL AS DOCUMENTED.

Date	Destination/Purpose	Miles Driven	Mileage Rate	Miles Driven x Rate
Total Mileage Claimed				\$

Signature of Person Claiming Mileage

Date

Supervisor Verifying Accuracy

Date

**If not legible, please print name next to date.*