



Mount Vernon School District

Mileage Reimbursement Request

Employee Name _____ For the month of _____

(MILEAGE CALCULATION BEGINS AT ASSIGNED BUILDING)

Date	From Location/To Location/Purpose	Miles
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		

I hereby certify under penalty of perjury, that I have a valid driver's license and have current minimum auto insurance as required by the State of Washington.

TOTAL MILES

Employee Signature

Date

Principal/Supervisor Signature

Date

Account

Code

_____ Miles times \$ _____

per mile =

EFFECTIVE 01/31/20

MILEAGE CHART FOR TRAVEL BETWEEN SCHOOLS IN THE MOUNT VERNON SCHOOL DISTRICT

CLAIMS FOR PAYMENT MUST BE RECEIVED IN THE BUSINESS OFFICE BY THE CUT-OFF DATE FOR A/P

	ADMIN OFFICE	MVHS	LAVENTURE	MBMS/LME	CENTENNIAL	JEFFERSON	MADISON	ROWLEY	WASHINGTON	CONWAY DO	SPECIAL SERVICES	MAINTENANCE	TRANSPORTATION	CAPITAL PROJECTS/LINCOLN	NWESD ANACORTES
ADMIN OFFICE	0.0	0.4	1.5	1.7	2.9	2.0	0.5	3.5	1.2	6.7	0.6	1.5	1.4	0.9	16.6
MVHS	0.4	0.0	1.5	1.4	2.9	1.7	0.6	3.2	1.4	6.7	0.9	2.0	1.8	0.6	16.8
LAVENTURE	1.5	1.5	0.0	1.3	1.5	1.9	0.9	3.0	2.5	7.5	2.1	3.1	2.9	1.8	18
MBMS/LME	1.7	1.4	1.3	0.0	2.7	0.8	1.8	2.8	2.2	6.3	1.5	1.9	1.8	0.8	17.7
CENTENNIAL	2.9	2.9	1.5	2.7	0.0	3.3	2.3	3.2	4.2	9.7	3.5	4.5	4.3	3.2	19.1
JEFFERSON	2.0	1.7	1.9	0.8	3.3	0.0	2.1	3.5	2.5	6.0	1.6	1.2	1.0	1.3	17.9
MADISON	0.5	0.6	0.9	1.8	2.3	2.1	0.0	3.5	1.6	7.6	1.2	2.1	1.9	1.4	17.1
ROWLEY	3.5	3.2	3.0	2.8	3.2	3.5	3.5	0.0	4.4	9.1	4.0	4.7	4.5	3.4	20.2
WASHINGTON	1.2	1.4	2.5	2.2	4.2	2.5	1.6	4.4	0.0	7.1	1.0	1.9	1.8	1.4	15.8
CONWAY DO	6.7	6.7	7.5	6.3	9.7	6.0	7.6	9.1	7.1	0.0	6.4	5.9	5.7	6.2	25.5
SPECIAL SRVCS	0.6	0.9	2.1	1.5	3.5	1.6	1.2	4.0	1.0	6.4	0.0	0.9	0.8	0.7	16.4
MAINTENANCE	1.5	2.0	3.1	1.9	4.5	1.2	2.1	4.7	1.9	5.9	0.9	0.0	0.2	1.3	17.4
TRANSITIONS	2.1	2.1	0.7	1.9	0.8	2.5	1.5	3.9	3.1	8.9	2.7	3.7	3.5	2.4	18.8
TRANSPORTATION	1.4	1.8	2.9	1.8	4.3	1.0	1.9	4.5	1.8	5.7	0.8	0.2	0.0	1.1	17.2
CAPITAL PROJECTS/LINCOLN	0.9	0.6	1.8	0.8	3.2	1.3	1.4	3.4	1.4	6.2	0.7	1.3	1.1	0.0	16.8
SPARC	1.3	1.9	1.9	3.0	1.9	3.4	1.2	4.8	2.4	8.1	1.8	2.7	2.6	2.3	17.7
SKAGIT DISCOVERY	13.0	13.2	10.5	11.2	9.7	13.8	11.5	9.1	13.4	18.5	12.7	13.5	13.4	12.7	24.4
NCTA	2.0	2.0	0.6	1.0	1.0	2.4	1.4	3.8	3.0	8.8	2.6	3.6	3.4	2.3	18.8
NWESD ANACORTES	16.6	16.8	18.0	17.7	19.1	17.9	17.1	20.2	15.8	25.5	16.5	17.4	17.2	16.8	0.0
MOUNTAIN SCHOOL	74.0	75.0	72.5	75.4	71.7	75.7	74.0	71.1	75.4	80.3	74.7	75.5	75.5	74.6	86.4