Columbus County Schools
Daily Log for Travel and Expenses

Revised January 2021

Employee's Name: _____

Social Security Number: _____

Address: _____

_____

	In-State	Out-of-State
Breakfast:	$ 8.40	$ 8.40
Lunch:	$ 11.00	$ 11.00
Dinner:	$ 18.90	$ 21.60

Position: _____

School: _____

Month: _____

Funding: _____

Date	From To	Return	Total Miles	Less Commute Miles	Allowable Miles	Total Travel @56¢	MEALS B	MEALS L	MEALS D	Lodging In-state $ 71.20 Out-of-state $ 84.10	Registration	Total

TOTAL REIMBURSEMENT _____

I certify this to be a true and accurate record of official travel and expenses incurred _____

(Claimant's Signature)

Supervisor/Date _____