Natchitoches Parish School Board

In-Parish Travel Form (Page 1 of 2)

Save Form As... | Reset Form | Print Form

NAME OF TRAVELER (please type or print) _____

PERIOD FROM _____ **TO** _____

DATE	DESTINATION SIGNATURE	BETWEEN WHAT POINTS		DEPARTURE	ARRIVAL	ODOMETER	ODOMETER	MILES TRAVELED **
		FROM	TO	AM – PM	AM – PM	DEPARTURE	ARRIVAL	
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0

NOTE:

Travel will be paid on the second Friday of each month.

* Account for all workdays.

** Use actual odometer readings for all locations not listed in travel policy.

TOTAL MILES OF PAGE 1	**0**
0 TOTAL MILES x .44 cents (Page 1)	**$0.00**
TOTAL MILES OF PAGE 2	**0**
0 TOTAL MILES x .44 cents (Page 2)	**$0.00**
COMBINED TOTAL MILES	**0**
COMBINED TOTAL COST	**$0.00**

I hereby certify that the travel indicated above was officially necessary, the information given is correct, and no part of the travel for which compensation is claimed was performed within the corporate limits of my official station.

_____ _____

Signature of Traveler **Date**

Natchitoches Parish School Board

In-Parish Travel Form (Page 2 of 2)

Save Form As... | Reset Form | Print Form

NAME OF TRAVELER (please type or print)____

DATE	DESTINATION SIGNATURE	BETWEEN WHAT POINTS		DEPARTURE	ARRIVAL	ODOMETER	ODOMETER	MILES TRAVELED **
		FROM	TO	AM – PM	AM – PM	DEPARTURE	ARRIVAL	
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0

These totals will be automatically entered into corresponding fields on Page 1.

TOTAL MILES	**0**
0 TOTAL MILES x .44 cents	**$0.00**

NPSB | 310 Royal Street | P.O. Box 16 | Natchitoches, LA 71457-0016 | Phone: (318) 352-2358 | FAX: (318) 352-8138 | www.nat.k12.la.us