

**LICKING VALLEY LOCAL SCHOOL DISTRICT  
MONTHLY TRAVEL REPORT (Must Be Turned In At The End Of Each Month)**

MONTH: \_\_\_\_\_ 20\_\_\_\_

Day of Month	Persons or Places Visited	Total Mileage
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		
	<b>Total Mileage</b>	
	<b>Amount Due</b>	

Signed: \_\_\_\_\_  
Employee

Approved: \_\_\_\_\_  
Superintendent