# TRAVEL LOG SHEET

Exhibit E

 Name: Month:

 Department: Acct. Number: #

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| --- | --- | --- | --- | --- | --- |
| **DATE** | **LOCATION, DUTIES** | **TIME** | **MILEAGE** | **MILEAGE** | **MILES CLAIMED** |
| **PERFORMED, PERSONS CONTACTED** | **LEFT/ARRIVE** | **BEGINNING** | **ENDING** |
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APPROVAL

EMPLOYEE'S SIGNATURE / DATE 0 x .405 = $0.00 TOTAL MILES RATE

SUPERVISOR'S SIGNATURE / DATE

## Pg. 1

***TRAVEL LOG SHEET***

 Name: Month:

 Department: Acct. Number: #

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| --- | --- | --- | --- | --- | --- |
| **DATE** | **LOCATION, DUTIES** | **TIME** | **MILEAGE** | **MILEAGE** | **MILES CLAIMED** |
| **PERFORMED, PERSONS CONTACTED** | **LEFT/ARRIVE** | **BEGINNING** | **ENDING** |
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APPROVAL

EMPLOYEE'S SIGNATURE / DATE 0 x .405 = $0.00 TOTAL MILES RATE

SUPERVISOR'S SIGNATURE / DATE

**Final Total =**

**$0.00**

**Pg. 2**

***TRAVEL LOG SHEET***

 Name: Month:

 Department: Acct. Number: #

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| --- | --- | --- | --- | --- | --- |
| **DATE** | **LOCATION, DUTIES** | **TIME** | **MILEAGE** | **MILEAGE** | **MILES CLAIMED** |
| **PERFORMED, PERSONS CONTACTED** | **LEFT/ARRIVE** | **BEGINNING** | **ENDING** |
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APPROVAL

EMPLOYEE'S SIGNATURE / DATE 0 x .405 = $0.00 TOTAL MILES RATE

SUPERVISOR'S SIGNATURE / DATE

**Final Total =**

**$0.00**

**Pg. 3**