

Community Unit School District 200

6248 North Boone School Road, Poplar Grove, IL 61065 815-765-3322 ~ Fax 815-765-2053 ~ www.nbcusd.org

Travel Expense Voucher

Must be s	ubmitte	ed to the	e Superinte	ndent witi	hin 30	days o	f travel.					
Name:		Ed Mulholland										
Position:		sition:	School Burel Member									
Reason for Travel:		ravel:	School Brand conf									
	Destin	ation:	C/L	icago	, 2	_	U		11.4			
	of Depa			8				of Return: //	/# Z			
*Transpo	rtation	: (Mo	de of trans					ior to trip depa	irture.)			
					_		Report	141		at		
*Employ refund a	ees will ny exper	be reimt ise advai	oursed for act ncement that	ual and nec exceeds the	essary actual	expenses and neco	s that exce essary exp	ed the amount adv enses incurred. (10	anced, but 05 ILCS 5/1	0-22.32)		
Auto Tra	avel Alle	owance:		per mile (<u>h</u>	ttps://w			rofessionals/stand				
Date		eage Cost	Comm. Travel Expenses	Lodging	Bkfst	Meal Lunch	s Dinner	Other Item	Cost	Daily Total		
11/18	83	,56		A	-5		්රි (TAX/TIP	7/8	\$145,40		
11/19					84 2	2841				1/2		
11/20					70	146			- '	196		
Subtota	al											
Advanc	ees								_			
TOTAL	L (A ne	gative d	amount indi	cates refu	nd due	e from e	mployee	.)	\$ 35	5		
									1	Received		
Participan	t's Sign	nature						Date	7	ner ar br		
APPROV	AL:									DEC 07 20		
Immediate	Super	visor's	Signature					Date		Plantet Off		
Business N	Manage	r's Sign	nature					Date				
								Date				
Superint	enden	t's Sig	nature (be	low maxi	mum	allowa	ble amo	unt): Appr				
School Bo	ard Ac	ction (e	xceeds max	imum allo	wable	атоип	t):	Appro	ved in Paved [] i	Denied		

Auto Travel Allowance Rate: find at https://www.irs.gov/tax-professionals/standard-mileage-rates

Date	From	To: Destination	No of Miles	Purpose				ç .
11/20	Chuago	capro	83	10/1s	home	from	conf.	46
				Tolls	_	85		
					.18			
			TOTAL	45	1065			

In District Mileage

Capron to Manchester -9.7 Miles Capron to Poplar Grove -5.1 Miles Capron to Central Campus -4.5 Miles

Poplar Grove to Central Campus – 2.9 Miles Poplar Grove to Capron – 5.1 Miles Poplar Grove to Manchester – 7.8 Miles Manchester to Central Campus – 5.2 Miles Manchester to Poplar Grove – 7.8 Miles Manchester to Capron – 9.7 Miles

Central Campus to Manchester – 5.2 Miles Central Campus to Poplar Grove – 2.9 Miles Central Campus to Capron – 4.5 Miles

Central Campus includes North Boone Upper Elementary, North Boone Middle School, North Boone High School, District Office and Transportation Department