**MILEAGE REIMBURSEMENT**
**WASHINGTON COUNTY, TEXAS**

NOTE: This form must be completed in detail and submitted to the County Auditor to claim reimbursement for use of personal auto for official local or intercounty business travel. Reimbursement will be 55.5 cents per mile.

PERSON SUBMITTING REQUEST:_____

DATE OF REQUEST:_____ DEPARTMENT:_____

| DATE | ODOMETER READING FROM | TO | MILES | DESCRIPTION OF OFFICIAL COUNTY TRAVEL |
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**TOTAL MILES _____ X 55.5 CENTS = $_____**

"I hereby certify that the above is a true and correct statement of use of my personal auto for official local or intercounty business travel and request reimbursement for the same."

_____
SIGNATURE OF EMPLOYEE DATE

BUDGET ACCOUNT (S) TO BE CHARGED

_____
_____

_____
SIGNATURE-OFFICIAL/DEPT. SUPERVISOR DATE

_____
COUNTY JUDGE DATE

_____
COUNTY AUDITOR DATE