MILEAGE LOG FOR SHSU TRAVELERS

_____   _____
(traveler name)   (Travel Application number or reference info.)

Complete the following information as travel occurs. Note the purpose of the trip near each trip entry as needed for later reference. When visiting several places, list mileage point-to-point, since mileage is required to be listed on the voucher in point-to-point fashion.

Date	From: Odometer Reading	Place & Town	To: Odometer Reading	Place & Town	Distance	Purpose

rev.9/93