FY 2025-2026

Expense Claim for Business Mileage

Calendar dates: January 1 to December 31, 2025

Palomar Community College District San Marcos, California 92069-1487

Claimant:					Vendor #		-	
Department:				Ext.				
Account	Fund	Org	Please fill out Account String be Program	Class	Year	Proj/Grant	Bus Unit	%
6 digits	2 digits	6 digits	5 digits	2 digits	4 digits	7 digits	5 Characters	2 or 3 digits
Date	Place/City Departed From	Destination	Place/City Returned To	Total Miles Traveled		Purpose of Trip		
		TOTAL MILES TRAVELLED		- Y	Prevailing IRS RATE	\$ 0.700	\$ -	
	the foregoing is an accurate statement of ming the school district and member of the go	nileage on authorized school district business a	and that liability insurance	^\		5.760	<u>*</u>	
Applicant's Signature	9		Date	Ad	dministrator's Signatur	e	Date	
Department Chair/Di	irector's Signature		Date					