

# *Ridgway Area School District*

## **MILEAGE VOUCHER**

### **What is the Purpose of the Form?**

This form is used to request mileage reimbursement for employees of the district who use their personal vehicle on a regular basis.

### **Who Should File the Form?**

The employees requesting reimbursement for use of their personal automobile.

### **When Should the Form be Filed?**

Forms can be filed monthly providing at least 25 miles has accumulated or upon meeting the 25 mile minimum or at the end of any school year.

### **Special Notes:**

This form is not to be used to report mileage for individual conferences and field trips.

Revised: October 2002



**EMPLOYEE NAME** \_\_\_\_\_

[illegible]

**NOTE: Refer to mileage chart on next page**  
**Revised October 2002**

# **RIDGWAY AREA SCHOOL DISTRICT**

## **MILEAGE TO BE USED FOR TRAVEL WHEN WITHIN DISTRICT (ONE WAY)**

HIGH SCHOOL TO BOOT JACK	2.6
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## **MILEAGE TO BE USED FOR TRAVEL OUT OF DISTRICT (ONE WAY)**

ALTOONA	99.0
BRADFORD	42.0
BROCKWAY	18.3
BROOKVILLE	32.0
CLARION	50.7
CLEARFIELD	38.0
CURWENSVILLE	43.8
DUBOIS	28.0
EISENHOWER	53.0
EMPORIUM	30.0
ERIE	105.0
HARRISBURG	166.0
HERSHEY	190.0
INDIANA	75.6
JOHNSONBURG	10.2
JOHNSTOWN	112.0
KANE	24.0

MEADVILLE	99.6
NEW BETHLEHEM	59.0
OIL CITY	70.0
OLEAN	65.0
PITTSBURGH	120.0
PITTSBURGH AIRPORT	163.0
PORT ALLEGANY	55.0
PUNXSUTAWNEY	47.2
SHEFFIELD	30.0
SMETHPORT	45.0
STATE COLLEGE	80.0
ST MARYS	11.0
YOUNGSVILLE	51.2
WARREN	42.0
WILLIAMSPORT	129.0
WARRENDAL OR MARS	144.0