

**PERRY COUNTY SCHOOLS  
TRAVEL SHEET**

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

SCHOOL/DEPARTMENT \_\_\_\_\_

BUDGET CODE \_\_\_\_\_

VENDOR # \_\_\_\_\_

FOR THE MONTH OF \_\_\_\_\_

DATE	TO	FROM	REASON	MILES	AMOUNT
<b>TOTAL</b>					

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

VERIFIED BY \_\_\_\_\_

**\*\*Verification of attendance to workshops, seminars, conferences, etc., MUST be attached to travel sheet for payment to be processed.**