

# SOUTH CENTRAL MISSOURI COMMUNITY ACTION AGENCY TRAVEL LOG

EMPLOYEE: \_\_\_\_\_ PAY PERIOD ENDING: \_\_\_\_\_

DATE	DEPARTURE - DESTINATION - PURPOSE	ODOMETER START	ODOMETER FINISH	MILES
COMMENTS:		TOTAL MILEAGE:		

EMPLOYEE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SUPERVISOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_