



# Houston County Schools

404 West Washington St.  
P.O. Drawer 1688  
Dothan, AL 36302  
(334) 792-8331

**David Sewell, Superintendent**

## STATEMENT OF TRAVEL

**DATE:** \_\_\_\_\_ **FROM:** \_\_\_\_\_ **TO:** \_\_\_\_\_

1. Total miles traveled (Official Business) \_\_\_\_\_  
\$ 0.545 per mile X \_\_\_\_\_

Total Mileage \$ \_\_\_\_\_

2. Railway Fare: \_\_\_\_\_  
Plane Fare: \_\_\_\_\_  
Bus Fare: \_\_\_\_\_  
Taxi: \_\_\_\_\_

Total Fare \$ \_\_\_\_\_

3. Hotel Room (\$200/night): \_\_\_\_\_  
Meals (\$50/day): \_\_\_\_\_  
Miscellaneous: \_\_\_\_\_

Total Misc. \$ \_\_\_\_\_

**GRAND TOTAL** \$ \_\_\_\_\_

This is to certify that the above amount is due and unpaid.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Superintendent

DATE: \_\_\_\_\_

