

**LOS ANGELES COMMUNITY COLLEGE DISTRICT MILEAGE EXPENSE CLAIM**

FOR MONTH(S) OF: \_\_\_\_\_

If mileage claim for month is less than \$10.00 hold and submit with next monthly claim. Claim conference mileage on travel expense claim.

**SUBMIT ONE (1) CLAIM ONLY FOR ANY MONTH(S).**

DATE	Terminal Points		✓ for round trip	PURPOSE	MILES CLAIMED	PARKING FEE
	FROM	TO				
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					<b>*TOTAL</b>	*

If more than one sheet is used - detach on above line; (except last sheet)

Disbursements - Revised 01/06/2020

I certify that the above are the actual necessary number of miles I have driven my automobile on Community College business and that the mileage claimed is in accordance with Board Rules.

Allowance for transportation by private automobile to and from a place or places of service located within one hundred (100) miles from the Los Angeles City Hall shall be at the existing authorized rate for college business mileage rate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name - Type or Print as on pay warrant

\_\_\_\_\_  
Employee No.

\_\_\_\_\_  
Position Title

\_\_\_\_\_  
Campus or Division

Distance from home to Assigned Location: \_\_\_\_\_ Miles

AMOUNT CLAIMED			
	NUMBER	RATE	AMOUNT
*TOTAL MILEAGE		.575	\$
<b>**TOTAL PARKING FEE</b>			
<b>TOTAL AMOUNT CLAIMED</b>			
		\$	

Fund approval and encumbrance:			<b>FOR OFFICE USE</b>	
Document Number _____				
	584100			
BA	Fund Ctr/ WBS	G/L	Fund	Amount
CFA Signature _____				Date _____

Approved for payment:  
Name \_\_\_\_\_  
Title \_\_\_\_\_

# Los Angeles Community College District

## One-Way Mileage Chart

<b>LOCATION</b>	<b>District Office</b>	<b>City</b>	<b>East</b>	<b>Harbor</b>	<b>Mission</b>	<b>Pierce</b>	<b>South-west</b>	<b>Trade Tech</b>	<b>Valley</b>	<b>West</b>
District Office 770 Wilshire Blvd L.A., CA 90017-3896	<b>X</b>	<b>5</b>	<b>9</b>	<b>20</b>	<b>27</b>	<b>27</b>	<b>13</b>	<b>2</b>	<b>18</b>	<b>12</b>
L.A. City College 855 N. Vermont Avenue L.A., CA 90029	<b>5</b>	<b>X</b>	<b>12</b>	<b>23</b>	<b>21</b>	<b>21</b>	<b>15</b>	<b>7</b>	<b>12</b>	<b>12</b>
East L.A. College 1301 Avenida Cesar Chavez Monterey Pk, CA 91754	<b>9</b>	<b>12</b>	<b>X</b>	<b>26</b>	<b>32</b>	<b>30</b>	<b>17</b>	<b>8</b>	<b>21</b>	<b>17</b>
L.A. Harbor College 1111 Figueroa Place Wilmington, CA 90744	<b>20</b>	<b>23</b>	<b>26</b>	<b>X</b>	<b>57</b>	<b>40</b>	<b>12</b>	<b>18</b>	<b>36</b>	<b>20</b>
L.A. Mission College 13356 Eldridge Avenue Sylmar, CA 91342	<b>27</b>	<b>21</b>	<b>32</b>	<b>57</b>	<b>X</b>	<b>20</b>	<b>35</b>	<b>28</b>	<b>14</b>	<b>27</b>
Pierce College 6201 Winnetka Avenue Woodland Hills, CA 91362	<b>27</b>	<b>21</b>	<b>30</b>	<b>40</b>	<b>20</b>	<b>X</b>	<b>30</b>	<b>26</b>	<b>11</b>	<b>22</b>
L.A. Southwest College 1600 W. Imperial Highway L.A., CA 90047	<b>13</b>	<b>15</b>	<b>17</b>	<b>12</b>	<b>35</b>	<b>30</b>	<b>X</b>	<b>9</b>	<b>27</b>	<b>10</b>
L.A. Trade-Tech College 400 W. Washington Blvd L.A., CA 90015	<b>2</b>	<b>7</b>	<b>8</b>	<b>18</b>	<b>28</b>	<b>26</b>	<b>9</b>	<b>X</b>	<b>17</b>	<b>10</b>
L.A. Valley College 5800 Fulton Avenue Valley Glen, CA 91401	<b>18</b>	<b>12</b>	<b>21</b>	<b>36</b>	<b>14</b>	<b>11</b>	<b>27</b>	<b>17</b>	<b>X</b>	<b>18</b>
West L.A. College 9000 Overland Ave Culver City, CA 90230	<b>12</b>	<b>12</b>	<b>17</b>	<b>20</b>	<b>27</b>	<b>22</b>	<b>10</b>	<b>10</b>	<b>18</b>	<b>X</b>
Los Angeles Airport (LAX)	<b>17</b>	<b>17</b>	<b>25</b>	<b>15</b>	<b>32</b>	<b>27</b>	<b>6</b>	<b>17</b>	<b>22</b>	<b>5</b>